



Outdoor Dining Application and Declaration

Outdoor Dining is the use of an area situated outside of a building on either private or public property where patrons are seated for the purposes of the consumption of food and/or beverage in conjunction with an adjoining restaurant, take-out service prepared food, brewery, delicatessen or bakery.

A one-time \$175 administration fee and a yearly \$58.00 documentation fee for a period of three years maximum will be required. The initial payment will be invoiced by the City upon approval of the application, the remaining two years' fee will be billed separately each year.

Please complete the form below, provide the information set out in the Outdoor Dining Criteria section of the Outdoor Dining Requirements, initial the remaining sections of the Outdoor Dining Requirements and submit to the City of North Vancouver – outdoordining@cnv.org. If you have any questions please email outdoordining@cnv.org or call 604-990-4203.

Applications which involve City-owned lands will require a Licence to Use Agreement. If the Applicant is a tenant, then written permission is required from the landlord and submitted to the City.

Applicant Business Name (please print full legal name) BUS-_____
Business Licence No.

Private Property _____ **Public Property** _____

Phone _____ **Address** _____

Name and Title (please print)

Signature _____ **Email** _____

DECLARATION

Insurance Coverage

1. A cross liability clause and include the City of North Vancouver as additional insured for the duration of the Outdoor Dining.
2. No less than **Five Million dollars (\$5,000,000)** all-risk comprehensive general liability policy.
3. Thirty (30) days written notice must be provided by the insurer in the event of any material change in the policy that may be requested by the primary insured.
4. Seating on a public sidewalk must meet the limitations with respect to the Street and Traffic Bylaw, Section 816 (Commercial Use of Sidewalks).

I understand and agree to the above Insurance requirements for Outdoor Dining Patios.

_____ *Initials*

Fire Department

1. Emergency access to and from the building must not be affected.
2. Access to fire hydrants or fire department connections must not be affected.
3. Egress requirements from the outdoor seating area shall remain clear from obstructions.
4. Any affixed heating device must be installed under permit and incorporate manufacturer's clearances to the building and combustible materials.

Consult with the Fire Department prior to purchasing any heating equipment (including free standing units).

5. Storage is not permitted in the outdoor dining area, including the storage of spare propane tanks.
6. Canopies, awning, umbrellas and other materials or decorations must be flame spread rated per the BC Fire Code (CAN/ULC S109). Standards other than that are not acceptable in BC.
 - Do not create a visual obstruction below 2.6m;
 - If an awning is within 50m of an intersection, please contact the City to review the location.
7. No cooking or food preparation is permitted outdoors.

I understand and agree to the above Fire Department requirements for Outdoor Dining Patios. _____ *Initials*

Building and Construction

1. Make an Occupant Load Certificate application, if required by the LCRB.
2. Any proposed structure may require a separate building permit application (raised patio, platform, cover, parklet, or other similar structure. Please email devel@cnv.org or visit Building & Development on-line for information on applying for a building permit - <https://www.cnv.org/property-and-development/building-and-development>.

I understand and agree to the above Building and Construction requirements for Outdoor Dining Patios. _____ *Initials*

Planning and Zoning

1. The Outdoor Dining Patio in curb lane, must be adjacent to the associated business and may only occupy a space as wide as the establishment frontage (unless adjoining tenants and property owners grant written approval to the City);
2. The Outdoor Dining Patio must not be bounded by a railing, screen or wall no higher than 1.07 metres (42 inches).
3. The Outdoor Dining Patio on private property must **not**:
 - a. Reduce the number of required off-street parking spaces;
 - b. Displace any required waste and recycling containers; and
 - c. Negatively affect existing landscaping features.

I understand and agree to the Planning and Zoning requirements for Outdoor Dining Patios. _____ *Initials*

Vancouver Coastal Health Authority

1. Operation of the patio must maintain compliance with the City of North Vancouver Noise Control Bylaw 1987, No. 5819. In order to minimize impacts on neighbouring residents, all services of food and beverages on the patio should cease by 10:00 pm and the patio area should be cleared by 11:00 pm.
2. Music is permitted on the patio but must be kept at a volume to not negatively impact adjacent uses. Music must be turned off at 10:00 pm nightly.
3. No cooking or food preparation is permitted outdoors.

4. The City of North Vancouver Smoking Regulation Bylaw 1998, No. 7026 prohibits smoking on the patio and within 7.5 metres of the patio.

I understand and agree to the above Vancouver Coastal Health requirements for Outdoor Dining Patios. _____ *Initials*