PO Box 1749, Halifax, Nova Scotia
Canada B3J 3A5

SIDEWALK CAFÉ LICENSE APPLICATION

Establishment name and address:_____

Contact name and
position:_____

Telephone number: _____ Cell phone number: _____

E-mail address: _____

Type of café: ☐ seasonal ☐annual

1. Certificate of Insurance providing proof of Commercial General Liability coverage in limits of not less than two million dollars ($2,000,000) with liquor not excluded (if applicable). Halifax Regional Municipality is to be added as an Additionally Insured.

2. Written consent from the owner of the principle use property or a security deposit.

3. Where the building adjacent to the proposed café is being served with natural gas, is the gas service on the same exterior wall as the proposed café? ☐ Yes ☐ No

If yes, have café plans showing the gas service and access to gas service been previously submitted?
☐ Yes ☐ No

If no, a set of plans for the café are to be submitted with the application indicating the location of the gas service and access to the gas service.

Note: If café plan is the same as last year, skip to proposed sidewalk café construction date.

4. Detailed construction drawings, site plan and café plan.

5. Is the building adjacent to proposed café a registered Heritage property?
☐ Yes ☐ No

Proposed Sidewalk Café Construction Date: _____

I understand that submitting this document does not permit construction in the street right of way. Construction may only begin once a letter to construct has been received.

Signature: _____ Date: _____

In accordance with Section 485 of the Municipal Government Act (MGA), the personal information collected on this form will only be used by municipal staff and, if necessary, individuals under service contract with the Halifax Regional Municipality for purposes relating to the processing of your licensing application. If you have any questions about the collection and use of this personal information, please contact the Access and Privacy Office at 902-490-7460 or accessandprivacy@halifax.ca

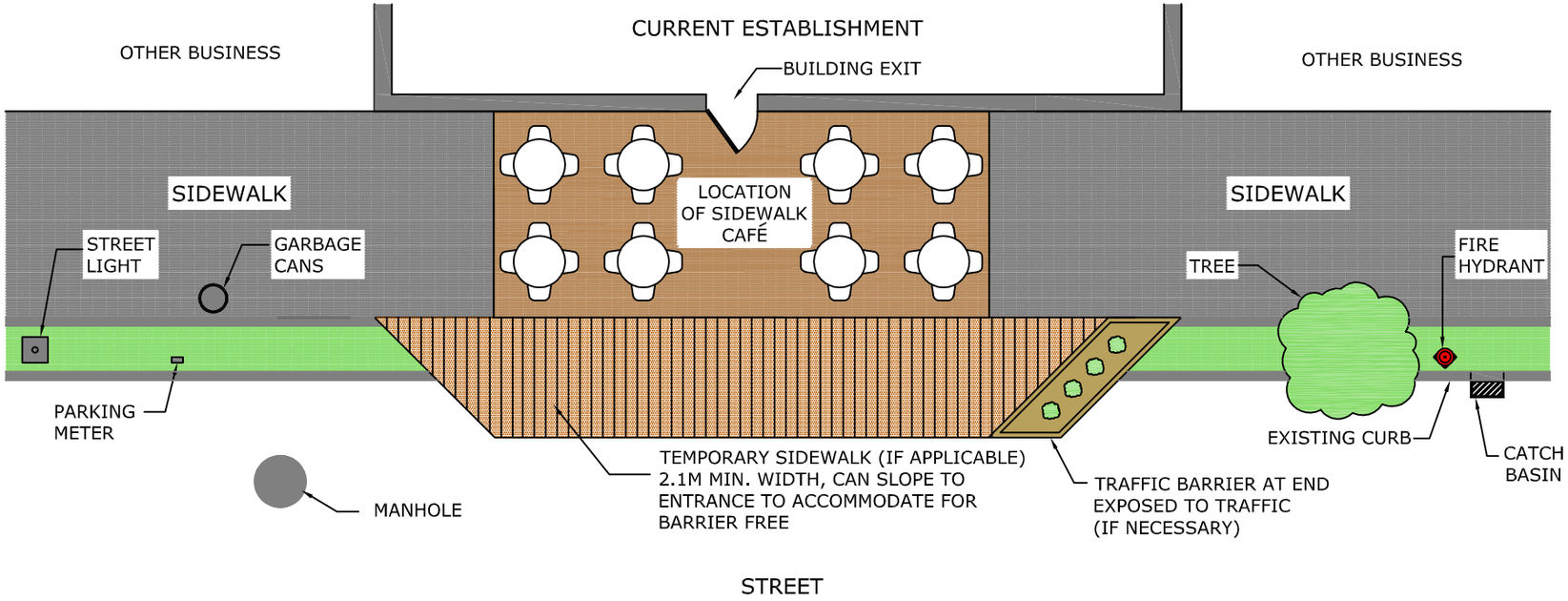
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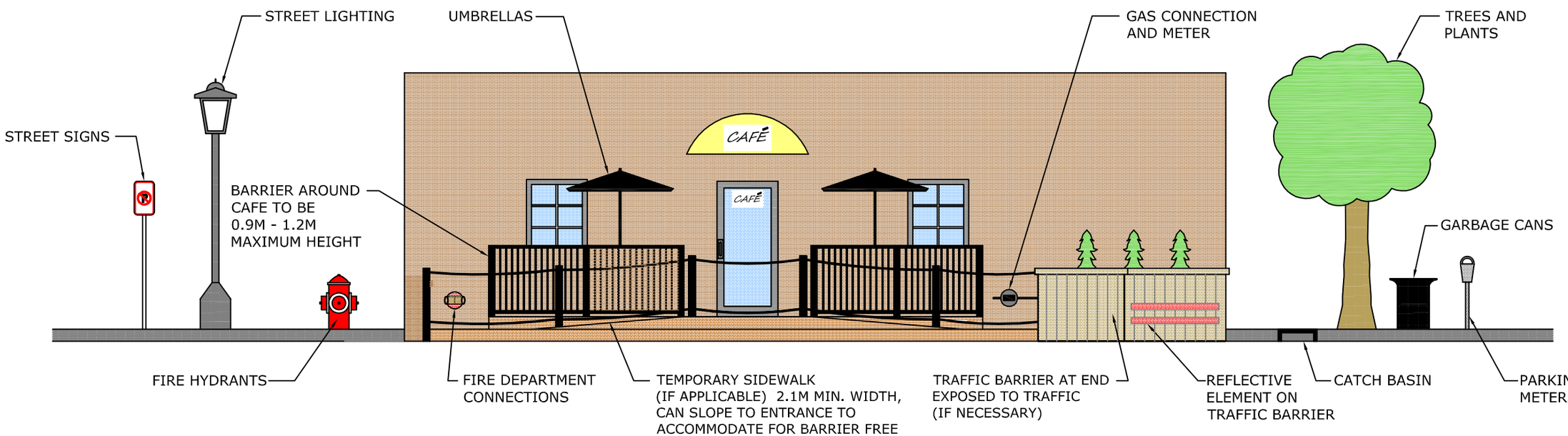
DIAGRAMS FOR EXAMPLE ONLY

ARGYLE AND GRAFTON: STREETSCAPES ARE MEASURED FROM CONTINUOUS PAVER JOINT AND FOOTINGS ARE TO BE GRAVITY BASED

2.1M WIDTH OF UNOBSTRUCTED SIDEWALK OR TEMPORARY SIDEWALK INCLUDING CORNER LOTS

SHOW ITEMS AND NUMBER OF MUNICIPAL INFRASTRUCTURE TO BE REMOVED (I.E PARKING METERS)





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BUILDING FACE ITEMS TO INCLUDE LOCATIONS OF:

- CURRENT EXITS (MUST BE MAINTAINED)
- FIRE DEPARTMENT CONNECTIONS
- GAS CONNECTIONS
- EXISTING VENTS
- COMMUNICATION CONNECTIONS
- POWER METERS
- CANOPY
- SANDWICH BOARD (MUST BE LICENSED THROUGH LICENSING AUTHORITY AND MUST NOT BLOCK PEDESTRIAN ACCESS)

MUNICIPAL ITEMS TO INCLUDE LOCATIONS AND CLEARANCE OF:

- FIRE HYDRANTS
- STREET LIGHTS
- GARBAGE CANS
- MAIL BOXES
- BICYCLE RACKS
- BUS STOP BENCHES AND SHELTERS
- STREET SIGNS (INCLUDING SIGNS TO BE REMOVED) (0.15M OF THE BASE OF STREET SIGN MUST REMAIN IN GROUND)
- PARKING METERS (INCLUDING METER HEADS AND POSTS BEING REMOVED FOR ABOVE GRADE PATIOS AND PATIOS AT GRADE THAT THE POSTS NEED BE INTEGRATED INTO THE PATIO DESIGN) (0.15M OF THE BASE OF METER MUST REMAIN IN GROUND)
- TREES AND PLANTS
- MANHOLES (ACCESS MUST REMAIN)
- CATCH BASINS (ACCESS MUST REMAIN)
- BENCHES
- LOCATION OF SHUT OFF VALVE

NOTES: ONLY HRM CAN REMOVE MUNICIPAL INFRASTRUCTURE FOR SIDEWALK CAFE CONSTRUCTION

ALL DRAWINGS MUST BE TO SCALE AND ALL MEASUREMENTS SHOULD BE IN METERS

PROVIDE CONSTRUCTION INFORMATION RELATIVE TO ANY HERITAGE ELEMENTS IF APPLICABLE

CAFÉ DECK CONSTRUCTION ITEMS TO INCLUDE:

- CONSTRUCTION DETAILS OF CAFÉ BASE (CANNOT BE FASTENED TO SIDEWALK)
- CONSTRUCTION DETAILS OF CAFÉ STRUCTURE INCLUDING MATERIAL SIZE AND SPACING
- HEIGHT OF FINISHED CAFÉ DECK (OVER 0.6M IN HEIGHT REQUIRES A STAMPED STRUCTURAL DESIGN)
- FINISH DETAILS OF THE CAFÉ DECK
- CONSTRUCTION DETAILS OF BARRIER INCLUDING HEIGHT (MAXIMUM 0.9M - 1.2M IN HEIGHT)
- LOCATION OF SEATING, TABLES AND UMBRELLAS (APPROXIMATE)
- BARRIER FREE ACCESS

TEMPORARY SIDEWALK (IF APPLICABLE) ITEMS TO INCLUDE:

- CONSTRUCTION DETAILS OF THE TEMPORARY SIDEWALK
- DIMENSIONS INCLUDING WIDTH, LENGTH AND CLEARANCES TO MUNICIPAL ITEMS
- FINISH DETAILS OF THE TEMPORARY SIDEWALK (MUST BE SLIP RESISTANT FINISH)
- CONSTRUCTION DETAILS, LOCATION AND DIMENSIONS OF TRAFFIC BARRIER/PLANTERS INCLUDING MATERIAL AND PLANT HEIGHT (IF APPLICABLE)
- MAXIMUM BARRIER HEIGHT OF TEMPORARY SIDEWALK (INCLUDING PLANT HEIGHT) IS 0.9M
- REFLECTIVE MATERIAL ON TRAFFIC BARRIER
- BARRIER FREE ACCESS