



Date _____

Applicant Name _____

Business Name _____

Corporate Name (if different than above) _____

Address/Location of Patio _____

Contact Email/Phone _____

Type of Patio

- Temporary (link to guidelines)
 - Fees are waived for temporary patios, which are permitted until October 31, 2021.
- Permanent (link to guidelines)
 - This type of patio has fees (\$2.50 sq/ft) and a security deposit (\$600). Staff will work with you to determine what the fees are for your patio application.

Liquor Service

- No Liquor Service
- Liquor Service – Food Primary
- Liquor Service – Liquor Primary/Manufacture’s License

Site Plan

- Attached (digital preferred but hardcopy accepted as well)
 - Site plan must identify all permanent features (firefighting connections, street lights, trees, etc.) within 15’ of the proposed patio.
 - If you are proposing to build a deck/platform for your patio you will need to submit a structural drawing for review.

Insurance

- Copy of insurance attached – Please provide a certificate of insurance showing a minimum of \$2 Million Comprehensive General Liability Insurance with the City added as Additional Insured. If you are serving liquor you will need to provide evidence of a minimum of \$5 Million Host Liquor Liability insurance.

Need Help?

Engineering Services
604-527-4592
transportation@newwestcity.ca

Approval (To be completed by City staff)

- Building Engineering Fire Licensing/Bylaws Planning Urban Design