

WINTER GUIDELINES FOR TEMPORARY OUTDOOR RETAIL SPACE LOCATED ON PRIVATE PROPERTY & PUBLIC PROPERTY

General Requirements

1. Temporary outdoor retail space shall only be permitted for Convenience Retail Stores; General Retail Stores; Market; Pawn Stores; and Secondhand Stores Uses operating under an existing valid Development Permit.
2. Temporary outdoor retail space permitted under this guideline shall extend no later than April 30, 2022; however the City may terminate these permissions upon 24 hours notice. Further, the City may terminate the permissions without notice in the event of an emergency and/or operational safety concern.
3. The business owner is responsible for obtaining all relevant permissions, including but not limited to AGLC, AHS, and their landlord. The business owner must comply with all regulations and requirements from AGLC, AHS, and other relevant regulatory bodies.
4. The sale and on-site consumption of alcohol, tobacco, or cannabis is not permitted in a temporary outdoor retail space.
5. The business owner of a temporary outdoor retail space shall mitigate any negative impacts on abutting or nearby residential development; including prioritizing the use of private land before utilizing public space.
6. No outdoor audio-visual equipment (for example speakers, sound systems, television, visual displays, projectors, etc.) may be used on a temporary outdoor retail space, unless a noise mitigation plan is approved by the City. Audio-visual equipment exceeding a height of 1.2m (4ft) above grade, measured from the top of the device, must be approved by the City relative to sightlines and shall not be attached to a building. Audio-visual equipment must be secured in such a manner that does not damage any public property and without endangering any underground utilities. Televisions, speakers, and video displays must be oriented facing away from vehicle traffic and shall not be arranged consecutively to create a wall or visual obstruction.
7. Temporary outdoor retail spaces shall comply with the **Community Standards Bylaw** at all times.

8. On-site parking may be used for temporary outdoor retail space, except the required number of designated Accessible Parking Stalls, which must remain available for parking use.
9. Wheelchair access must be provided to, and throughout, the temporary outdoor retail space.
10. Umbrellas must stand at least 2.1m (7ft) above the walking surface.
11. Cooking or food and drink preparation is not permitted on temporary outdoor retail spaces.
12. A minimum 1.5m (5ft) clearance from fire department (siamese) connections and hydrants must be maintained on a temporary outdoor retail space.
13. A fire extinguisher (minimum 2A-10BC) must be available within 23m (75ft) of any part of the temporary outdoor retail space.
14. Temporary outdoor retail spaces must not extend in front of adjacent tenant spaces, exits, or beyond business frontage without written permission from affected adjacent property owners and tenants; this includes any overhanging elements.
15. Permanent fences and barriers, portable toilets, platforms, decks, or stages are not permitted. Optional temporary outdoor retail space perimeter fencing, planters, or barriers 1.2m (4ft) high or less are permitted, provided they are not damaging any public property, and are secured without endangering any underground utilities.
16. When a temporary outdoor retail space with capacity for more than 60 people is enclosed by a temporary perimeter fence, it must have at least two separate exits. Only one exit is required where a temporary outdoor retail space has a capacity of up to 60 people. Exit openings must be at least 0.9m (3ft) in clear width, and provided with exit signs where not clearly visible to patrons.
17. Any exit gates must swing freely outward from the temporary outdoor retail space during hours of operation.
18. Any shelter/canopy/tent must be approved by the City for use on a temporary outdoor retail space. When located in a temporary outdoor retail space, a fire-retardant treated shelter/canopy/tent may not exceed 10sqm (107sqft) in area and must be secured without endangering underground utilities, or attaching to, drilling or damaging public property. Registrants are limited to 1 shelter, canopy or tent per outdoor retail space.

19. ULC- or CSA-certified electric or propane patio heaters (with max 20lb tank) are permitted where located at least 3m (10ft) away from City tree branches, operated per the manufacturer's directions and not stored on the road right-of-way when not in use. Solid-, gel- or liquid-fuel fire features are not permitted. Any heater intended for use inside a tent or shelter is subject to City approval.
20. A clear path of pedestrian travel of minimum 2.0m (6'6") must be maintained on the public sidewalk. A clear path of 2.3m (7'6") is recommended.
21. The side of the temporary outdoor retail space adjacent to vehicle traffic shall maintain a minimum distance of 0.65m (2'2") from the edge of any adjacent travel lane.

ADDITIONAL REQUIREMENTS FOR COVID-19 TEMPORARY OUTDOOR RETAIL SPACE IN PUBLIC PROPERTY

1. All tents, canopies, shelters and other structures proposed on public property require City approval for use on a temporary outdoor retail space.
2. Temporary outdoor retail spaces shall not be permitted in any portion of a parking lane or travel lane.
3. Temporary outdoor retail space shall not be placed within 5.0m (16'5") from the corner of an intersection and 10.0m (32'9") from the corner of an intersection that has a stop/yield sign or pedestrian crosswalk.
4. Temporary outdoor retail space should not encroach into existing loading zones, Accessible Parking Stalls, tow away zones, bus stops or bike lanes. Relocation or removal of the same may be possible and can be coordinated by contacting roaduse.permit@edmonton.ca
5. Temporary traffic controls are required where the temporary outdoor retail space interferes with the movement of people, cyclists or vehicles.
6. Business owners may provide their own temporary traffic control as outlined in the [City of Edmonton Procedures for On-Street Construction and Safety](#). Alternatively, you can request temporary traffic control services from the City of Edmonton at roaduse.permit@edmonton.ca
7. The business owner is responsible for maintaining any structures and equipment in a safe and clean condition and in good repair. This maintenance

must include keeping the area free of any potential dangers; including power cords, debris, snow and ice.

8. City power receptacles shall not be used for any temporary outdoor retail purposes.

