



TO: GENERAL COMMITTEE

SUBJECT: ECONOMIC RECOVERY PROGRAMS 2022 – PATIOS, OPEN AIR DUNLOP, BUSINESS IN THE PARKS

WARD: ALL

PREPARED BY AND KEY CONTACT: N. GAVARRE, ECONOMIC DEVELOPMENT OFFICER, EXT. 4431

SUBMITTED BY: S. SCHLICHTER, DIRECTOR OF ECONOMIC AND CREATIVE DEVELOPMENT

GENERAL MANAGER APPROVAL: B. ARANIYASUNDARAN, P.ENG, PMP, GENERAL MANAGER OF INFRASTRUCTURE AND GROWTH MANAGEMENT

CHIEF ADMINISTRATIVE OFFICER APPROVAL: M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

Patios Everywhere and Downtown BIA Patio Program

1. That the Patio Programs, including refreshment vehicles, be approved for the 2022 patio season with a start date of April 1, 2022 and an end date of November 30, 2022 and that the provisions governed in Business Licensing By-law 2006-266, as amended, shall not apply.
2. That the City of Barrie fees associated with the patio programs be reduced by 50% (charged at half price) for new applications in 2022 based on the Schedule K of Fees By-law 2021-020.
3. That any previously approved patio in 2020 and/or 2021 that remains unchanged in terms of design, size, layout and location have their permit renewed for 2022 at no charge.
4. That patio permit holders be permitted extended patio hours as follows:
 - a) Extending the final time that a person can enter or re-enter an outdoor area from:
 - 10:30 p.m. to 11:30 p.m. Monday - Thursday
 - 10:30 p.m. to 1:45 a.m. Friday and Saturday
 - b) Extending the hours that a person be permitted to remain in the outdoor area from:
 - 11:15 p.m. to 12:15 a.m. Monday - Thursday
 - 11:15 p.m. to 2:30 a.m. Friday and Saturday
5. That all other regulations and by-laws, including Noise By-law 2006-140, such as no amplified sound on the patios after 11:00 p.m., continue to apply with the operation of the patios.
6. That non-compliance of municipal regulations and by-laws could result in permits being revoked or further conditions being added to permits.

Business in the Parks Program

7. That the Business in the Parks Pilot Program be extended until December 31, 2022, and that Cheltenham Park, East Bayfield Community Park, Eastview Park, Ferndale Park, Golden Meadow Park, Little Lake Park, Loughheed Park, Madelaine Park, Painswick Park, Sandringham Park, Shear Park, St. Vincent Park, Tyndale Park, be added to the authorized list of Parks included in the Business in the Parks Pilot Program.
8. That Schedule M of Fees By-law 2021-020, be amended to add Cheltenham Park, East Bayfield Community Park, Eastview Park, Ferndale Park, Golden Meadow Park, Little Lake Park, Loughheed Park, Madelaine Park, Painswick Park, Sandringham Park, Shear Park, St. Vincent Park, Tyndale Park, be added to the authorized list of Parks included in the Business in the Parks Pilot Program to which the private function permit fees apply.

Open Air Dunlop

9. That the pedestrianization of Dunlop Street be supported in partnership with the Downtown Barrie Business Association (BIA) through the Open-Air Dunlop 2022 programming, subject to the approval of all required special event permits and Simcoe Muskoka District Health Unit (SMDHU) requirements, as follows:
 - a) Seventeen (17) consecutive Saturdays on Dunlop Street East between Mulcaster Street and Clapperton Street, and along Dunlop Street West from Bayfield Street to Maple Avenue starting every Saturday from June 4 until September 24; and
 - b) Three (3) pop up closures on Dunlop Street East between Mulcaster Street and Clapperton Street, and along Dunlop Street West from Bayfield Street to Maple Avenue, October 8th (Thanks-giving theme) and October 29th (Halloween theme) and November 19th to coincide with the Noella tree lighting.
10. That the City of Barrie contribute \$60,000 to support 20 road closures over the duration of the program, to be funded from the Reinvestment Reserve.

PURPOSE & BACKGROUND

Purpose

11. The purpose of this Staff Report is to provide Council with:
 - a) Approval requests for continued programming in support of COVID-19 recovery actions including Patios Everywhere and Downtown Patios;
 - b) Approval request to extend the Business in the Parks Program; and
 - c) Approval request to support Open Air Dunlop in 2022 in partnership with the BIA.

Background

12. Since the onset of the pandemic, several Council Motions have been adopted approving actions and programs in support of economic response and recovery efforts for businesses.

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13. In 2020, the Patio Programs, Business in the Parks and Open Air Dunlop were all designed to help businesses recover from economic losses due to the pandemic and create an environment conducive to the public safely partaking in business activity. These programs continued into 2021 and are proposed to extend into 2022 as many businesses are still experiencing operational impacts due to the pandemic.

Patios Everywhere and Downtown BIA Patio Program

14. The Patios Everywhere Program was implemented by the Development Services Department for all areas outside of the downtown BIA, in support of economic recovery. It was approved by Council motion 20-G-073 on May 31, 2020. It was later extended on March 22, 2021, by Council motion 21-G-061. The downtown BIA continued to run their patio program as done previously by applying for approvals through ROWA.
15. The Patios Everywhere Program was a successful initiative in 2020 with the approval of nine new patios and 2 refreshment vehicles. In 2021, a total of 9 at-grade patios were approved and 8 refreshment vehicles approved. The downtown BIA had a total of 25 approved patios.
16. Both the Patios Everywhere and the Downtown Patio Program were permitted to operate between April 1st and November 30th, 2021 as part of Covid-19 recovery efforts, allowing businesses to take advantage of warmer weather by offering outdoor dining experiences.
17. Patios Everywhere applications were accepted online through the APLI portal, where applicants could upload the required documentation and arrange for inspections.
18. The Downtown BIA administers their own patio program separate from the Patios Everywhere Program. The BIA assists downtown businesses with the application process and applying for permits directly through the ROWA Branch.
19. Applications submitted through APLI were reviewed by the Development Services Department and applications submitted by the BIA went to ROWA for review. Reviews included business design concepts, ensuring universal accessibility, public safety (including Fire and separation from traffic) and compatibility with the streetscape.
20. In 2021, the provisions governed in Business Licensing Bylaw 2006-266 as amended did not apply to businesses operating with the Patios Everywhere and Downtown Patio Program until after November 30th, 2021.
21. Downtown patio owners were advised that in the event of forecasted snowfall of 10cm + accumulation they would need to remove their patios for winter maintenance within 48 hours notice. In 2021 this did not happen, and patios were not requested to be removed.
22. All applications complied with the Accessibility for Ontarians with Disabilities Act (AODA).

Business in the Parks

23. On August 10th, 2020, Council adopted motion 20-G-121 which implemented the Business in the Parks Program from September 8th 2020 to October 31st 2020 to operate out of Meridian Square and the Southshore Park.

24. This program was implemented to help support local economic recovery providing the opportunity for businesses and the arts and culture sector to reserve space outdoors for commercial activity such as private dance classes, art workshops, fitness classes, music classes, and other similar activities.
25. All permits for this program were managed through the Private Event permitting process.
26. Reservations were permitted between 7 a.m. and 9 p.m. in 6 or 12 hour increments at a cost of \$75.00 for 6 hours and \$100 for 12 hours. These hours could be spread out over different dates for the same rate to provide more booking flexibility.
27. Schedule M of the Fees By-Law 2020 009 had been amended to add the private event permit fees of a half day (6 hours) at \$75.00 and a full day (12 hours) at \$100.00 for the Southshore Park and Meridian fees discounted to equal the same fees indicated for Southshore Park.
28. In 2021, the Business in the Parks pilot program was extended from April 1st to December 31st with the addition of Sunnidale Park as a permitted park location.
29. A total of 6 permits were issued in 2021 with most permits issued for a series of dates to take advantage of the flexibility offered and included fitness classes, recreational club meetings and arts and culture events.

Open Air Dunlop

30. On June 29, 2020, Barrie City Council adopted motion 20-G-098 in support of a pilot program including five Open Air Dunlop Saturdays between Mulcaster Street and Clapperton Street with the BIA taking the lead on the project. The motion further supported a fiscal contribution of up to 50% of costs, to a maximum of \$10,000 to support road closure logistics and additional clean-up to be funded from the Reinvestment Reserve for Open Air Dunlop.
31. The BIA Open Air 2020 budget for the 5 road closures totaled \$15,245.73, in which the City of Barrie provided \$7622.86 (50%) from the Reinvestment Reserve.
32. Open Air Dunlop 2020 was considered a success with 80% of businesses seeing an increase in foot traffic in their business and 70% of businesses indicating increased sales.
33. In 2021, the BIA expanded the program and hosted Open Air Dunlop for fourteen consecutive Saturdays starting on June 12th until September 11th. In addition, they hosted Open Air Dunlop on three Fridays, 4 closures on the west end of Dunlop St. and 3 special event closures including October 9th (Thanksgiving), October 30th (Halloween) and November 20th (Noella Tree Lighting).
34. There were approximately 155,000 people that attended Open Air Dunlop. Survey responses from BIA businesses reported 78% increase in foot traffic and 74% increase in sales. There was also significant news media reach approximately 282 511 259 views through Global News, CTV and Toronto Star.
35. In 2021, there were a total of twenty-four road closures in which the City of Barrie contributed \$60,000.00 at the agreed amount of \$2500 per closure funded from the Reinvestment Reserve.
36. The BIA worked with the SMDHU to ensure all restrictions on public gatherings were followed and that Open Air Dunlop was compliant with provincial and regional COVID-19 regulations including supplying masks and hand sanitizer throughout the pedestrianized area.

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37. The City's Operations Department provided waste removal, clean up, street sweeping and over road banner installations at Anne St. and Blake St. The Communications Department supported through public road closure notifications along with overall Open Air Dunlop programming promotion.

ANALYSIS

38. These recovery programs demonstrated success in 2020 and 2021 and having them in place for 2022 will continue to benefit businesses impacted by Covid-19 restrictions. These programs have proven to meet the goals of stimulating economic activity and assisting with recovery.

Patios Everywhere and Downtown BIA Patio Program

39. The Patios Programs will provide flexibility to restaurant owners for the 2022 patio season while ensuring adherence to COVID-19 safety measures and municipal regulations.
40. Patios Everywhere will run similarly to 2021 with the lead Department being Development Services. The Downtown Patio Program will also continue to run as previously, with the BIA acting as the liaison between the ROWA department and business owners.
41. In continued support of recovery and impacted businesses, fees associated with the patio programs in 2022 are proposed to be fifty percent (50%) of the permit cost based on licensing fees for any new permit applications.
42. Any patio that received a permit in 2020 and/or 2021 and has no changes to their approved patio would have their permit re-issued at no cost. Fire inspection fees are also proposed to be waived in 2022. (AGCO fees may apply).
43. Staff will work with businesses and the BIA to complete the patio application process in advance of April 1st 2022. This will allow restaurants to open patios as soon as possible pending provincial restrictions and weather.
44. The Patios Everywhere Program would continue to include refreshment vehicles as part of the program in 2022. There were 2 permits issued for refreshment vehicles in 2020 and 8 permits issued for 2021. Development Services would incorporate some of the same provisions as stated in the Business Licensing By-law however pending Council approval the provisions governed in Business Licensing By-law 2006-266, as amended, shall not apply.
45. There are no significant changes proposed to the current parameters surrounding patios; the Zoning By-law is reasonable for this approach and Staff are comfortable with the interpretations needed to achieve the intent of the Program. The requirements for site inspections, building and fire safety measures, public health and insurance certificates remain unchanged.
46. Extending the patio program dates does bring the possibility of snow. The removal of snow by 10:00am in front of the businesses remain the responsibility of the property owner as required in By-law 2008-212.
47. In 2021 Barrie City Council adopted motion 21-A-068 to extend patio hours located on municipal property. The hours that a person could enter or re-enter an outdoor area was extended from: - 10:30 p.m. to 11:30 p.m. Monday – Thursday and 10:30 p.m. to 1:45 a.m. Friday and Saturday. The hours a person could remain on an outdoor patio were also extended from 11:15 p.m. to 12:15 a.m. Monday - Thursday and 11:15 p.m. to 2:30 a.m. Friday and Saturday.

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48. All other regulations and by-laws, including no amplified sound on the patios after 11:00 p.m. continued to be applied with the modified operation of patio hours.
 49. Development Services will work with Enforcement Service and Barrie Police to ensure conformity with patio hours of operation during the 2022 patio season.
 50. Development Services will work with Enforcement Services for any issues related to the business prior to issuing a permit, ensuring conditions can be added to the permit if necessary (for example; revocation if certain standards are not met). Enforcement Services will also be provided a copy of the permit so that they are aware of approved locations and conditions of operation.
 51. As a result of the temporary suspension of the Business By-law 2006-266 provisions related to patio implementation and enforcement matters, the program would be the responsibility of and administered through the Development Services Department, not Enforcement Services. Therefore, any enforcement of the operating criteria detailed in Appendix "A" would be undertaken by the Zoning Officers through the authority under the Planning Act.
 52. The Patios Everywhere Program is designed to support an online application submission and for the issuance of approvals and the BIA will continue to administer their patio program. Site inspections by City staff can safely take place (if applicable/necessary) while maintaining physical distancing measures.
 53. For 2022, the Patio Programs would operate between April 1st, 2022 and November 30th 2022. All The Downtown BIA Patio Program will have the same start and end date as the Patios Everywhere program.
 54. The patio program dates of April 1st 2022 to November 30th 2022 is intended to be a temporary measure to support Covid-19 recovery for businesses that have been mandated to close due to the pandemic. These dates do pose risks for operations that will have to be managed. Risks include; snowfall, storms, snow accumulation and ensuring accessibility and service level requirements are being met.

Winter Control and Clean-up Impacts for Expanded Patio Program Dates in the Downtown

55. While an April 1st patio start date is being supported as a temporary measure for the 2022 season in support of downtown restaurateurs and COVID recovery. This measure is not supported on an ongoing basis due to risks and challenges associated with winter control and spring clean-up activities. Winter operations by City staff continue throughout the month of April with winter maintenance contracts in place until April 15th. Contracts have been extended in the past as required.
56. Given interest from BIA members to advance patio season as early as March 1st, staff reviewed the impacts to winter control and spring maintenance. As a result of the review, Staff are not in support of advancing the patio season. The month of March receives 20% of all snowfall for the winter season and April receives several winter weather events.
57. March annual average snowfall = 28.1cm with an average temperature of -2.2°C. April on average receives 5 cm of snow fall with average temperatures of 10.6 °C. Cooler temperatures towards the beginning of the month. (Source: Tourism Barrie)

March Winter Events:

Year	# Of Events	Date of last snow event
2019	23	31-Mar-19
2020	14	23-Mar-21
2021	9	29-Mar-21

April Winter Events

Year	# Snow of Events	Date of last snow event
2019	3	15-Apr-19
2020	9	22-Apr-20
2021	4	22-Apr-21

58. With the expanded patio season in 2021, there was not a winter event that created a significant operational issue. There is no guarantee this will continue, and a significant winter weather event is a strong possibility. Patios in the street that are not removed for proper winter maintenance would cause difficulty for the City to meet winter maintenance standards that must be adhered to and creates liability and accessibility concerns.
59. City staff will make all efforts to request patio removals with considerable time before a winter weather event. At times it will be difficult to issue 48-hour winter weather advisories to have patios removed. Often storm tracks are not confirmed until much closer to a storm's arrival. Storms can also change course and Barrie can receive unexpected winter weather events. In addition, snow squalls are unpredictable which will impede the city from being able to give 48 hours' notice for patio removals.
60. Bollards and patios will pose an issue with unexpected snowfall and roadway snow clearing. Patios will inhibit the operation of equipment so merchants and property owners will need to still clear snow where the City is unable to access to conduct winter maintenance on the sidewalks. This will impact not only the business with the patio, but neighbouring frontage as well.
61. It will be critical for patio operators to remove their patios in the event of snowfall to ensure adequate space can be provided to support snow storage. The City is required to comply with AODA standards, and with Provincial regulations for minimum sidewalk width clearance of snow of 1M.
62. Any downtown snow lifts would be needed prior to an April 1st patio season start and repeated applications of salt would be required to remove any residual ice (which could take several days depending on air and surface temperatures). If a snowfall occurred and patios were asked to be removed, an additional downtown snow lift and application of salt could be required prior to the reinstallation of patios.
63. Snow lifts are scheduled on Sunday and Monday nights to ensure the least impact to downtown businesses. In addition, traffic is also lighter on these nights. There could be potential delays of several days after a storm before patios could be reinstalled depending on snow fall timing and the ability to schedule a snow lift.
64. Downtown city street and sidewalk cleaning usually begins once winter maintenance contracts end on April 15th. To properly clean the streets, the temperatures need to be above freezing day and nighttime so that water does not freeze.

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65. Street and sidewalk cleaning will need to be scheduled and will be impeded by patio installations. Street cleaning and sidewalk cleaning will not be completed before the April 1st start date for the patio program and owners of patios will be responsible for their own clean-up.
 66. Staff will work with the BIA to ensure patios opening on April 1st are aware of the impacts and associated obligations in the event of a significant snow event.

Business in the Parks

67. Business in the Parks provides an outdoor space option for businesses to increase their capacity and support clients' safe return to activity. The use of parks would be dependent on the provincial COVID-19 Response Framework and any additional SMDHU provisions.
68. The Business in the Parks program will provide businesses the ability to reserve space for a set time in designated public parks. In the absence of an allocation policy, a first come first serve approach for reservations and issuing permits will be taken similar to 2020 and 2021. Additional criteria will be verified with the applicant to ensure compatibility with the nature of the pilot program.
69. Currently the Parks Use By-Law (section 2.1.0.0.0) mandates that every person carrying on, conducting, operating, maintaining, keeping or engaging in any business, event or activity within a park, where a permit or authorization is required by way of a by-law, Special Event Policy or other City Policy, as amended from time to time, shall be required to obtain a permit or authorization prior to the commencement of any such activity.
70. The Private Function permit was expanded to accommodate the Business in the Parks Program so that business activity is permitted under the existing By-Law. Program parameters and criteria can be found in Appendix B.
71. In the Parks By-law the authority to issue permits is through the E-proval system overseen by the Recreation and Culture Department. Conditions and criteria are applicable when applying for a private function permit within the Business in the Parks Program. The Recreation and Culture Department works with applicants to ensure they are familiar with requirements.
72. With consideration to the overall intent of the Economic Recovery Plan, which is to facilitate business capacity, the Business in the Parks Fees have been set at an economical rate of \$75.00 for half day/6 hour bookings and \$100.00 for full day/12 hour bookings.
73. In 2022, the Business in the Parks Program will be further promoted and advertised within the community, to grow awareness and increase opportunity for activating public spaces. The perimeters for the program are broad to encourage a wide range of activities that could qualify for the permit as long as the activity remains a "closed" event, not open to the general public.
74. The three parks designated for the pilot program 2021 included Meridian Place, Sunnidale Park and the Southshore Park. For 2022, the program is proposed to expand to the following parks: Cheltenham Park, East Bayfield Community Park, Eastview Park, Ferndale Park, Golden Meadow Park, Little Lake Park, Loughheed Park, Madelaine Park, Painswick Park, Sandringham Park, Shear Park, St. Vincent Park, Tyndale Park.
75. By expanding the number of parks within the Business in the Parks Program, will increase convenience to different areas of the City of Barrie providing more options during Covid-19 recovery.

Open Air Dunlop

76. Street pedestrianization has been adopted as a best practice among numerous cities trying to attract people to an area. Open Air Dunlop 2020 and 2021 were very successful in generating foot and bicycle traffic to local shop owners.
77. The Downtown BIA is proposing to run Open-Air Dunlop again in 2022 and would be the project lead and responsible for managing the execution of the program, including responsibility for executing the road closures.
78. The Downtown BIA is proposing to organize Open-Air Dunlop for 20 Saturdays in 2022. Seventeen consecutive Saturdays throughout the summer beginning on June 4th until September 24th. Followed by three pop ups on October 8th (Thanks-giving theme) and October 29th (Halloween theme). The last pop up will be on November 19th to coincide with the Noella tree lighting.
79. This year all street closures will be consistent along the East and West side of Dunlop St. Every planned Open-Air Saturday, the street will be closed along Dunlop Street East, from Mulcaster St. to Five Points (intersection with Clapperton Street) and along Dunlop Street West from Five Points (Intersection with Bayfield Street) to Maple Avenue.
80. The BIA has asked the City of Barrie for \$60,000.00 in financial support again for 2022. The cost per closure would be \$3000.00. The increase in cost from \$2500 per road closure in 2021, is related to the additional costs associated with closing both the East and West end of Dunlop St. All closures, event hours and security will be kept consistent throughout the scheduled dates. There are also increased costs for security services. The City's final contribution will depend on the number of closures the BIA is able to achieve subject to weather and health regulations.
81. Open-Air Dunlop has been a well-received program by Downtown businesses and the community, increasing traffic, consumer spending and visitor experience. Continuing to support the program is an impactful tool in championing recovery in the tourism and hospitality sectors.

ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS

82. There are no environmental and/or climate change impact matters related to the recommendation.

ALTERNATIVES

83. The following alternatives are available for consideration by General Committee:

Alternative #1

General Committee could decide to not to approve the Business in the Parks Program for 2022.

This alternative is not recommended as the Program offers an alternative to indoor gatherings allowing businesses interested in open spaces to deliver their services in addition to activating public spaces.

Alternative #2

General Committee could decide not to approve the Patios Everywhere and the Downtown BIA Patio Program for 2022.

This alternative is not recommended as the program was popular and successful during 2021 with businesses investing in furniture and materials to increase their outdoor dining spaces. With the uncertainty of COVID restrictions the need for recovery and increased safe outdoor dining space will exist for the 2022 season.

Alternative #3

General Committee could decide not to support Open Air Dunlop 2022. This alternative not recommended as businesses have been hard hit by the effects of the Covid-19 pandemic. Open Air Dunlop has proven to increase foot traffic and sales which help businesses with economic recovery.

FINANCIAL

84. There are no costs associated with the Business in Park Pilot Program, beyond staff time. Participant permit fees will remain at Half Day: \$75.00 & Full Day: \$100.00.
85. For the extension of the Patios Everywhere Program and the Downtown Patio Program, City of Barrie fees associated with the patio programs would be half price for new patios in 2022 based on licensing fees, and any patio that remains unchanged that has previously received approval would be able to have their permit reissued at no charge. Fire department inspection fees would also be waived for 2022. The proposal to waive all fees associated with previous permit holders will be a cost to the organization. The actual cost to the municipality will depend on the uptake but the normal fees for the services described in this report include:
- a) Exemption from full site plan approval: 2021 fees \$1,099.19 (Proposed 2022 fees \$1,121.17)
 - b) Patio License: 2021 fee \$236.25 (Proposed 2022 fee \$240.98)
 - c) LCBO Application Fee: \$50.00 (may be subject to AGCO fees)
 - d) Barrie Fire Business Licence Inspection Fee: 2021 fees \$133.00 (Proposed 2022 fees \$133.00)
86. The expansion of the patio program dates of April 1st 2022 to November 30th 2022 could run into winter weather events. Any additional snow lifts required to accommodate the downtown patios would be at a cost of \$25,000.00 and would be added to the City's Winter Control budget.
87. The BIA has asked for the City to contribute \$60,000 to help pay for the logistic costs of the road closures. The funds will provide the necessary support to the BIA to be able to fulfil the requirements of the pedestrianization of Dunlop Street. This amount is for 20 road closures at \$3,000 per closure. Any road closures that are not undertaken would be deducted from the total contribution of the City.
88. Open Air Dunlop is an effort to attract residents to the downtown and support local merchants. The pedestrianization of the street is related to the Economic Recovery Action Plan and funding would be allocated from the Reinvestment Reserve.

LINKAGE TO 2018-2022 COUNCIL STRATEGIC PLAN

89. The recommendation(s) included in this staff report support the following goals identified in the 2018-2022 Strategic Plan:
- √ Growing Our Economy
90. The Economic Recovery Action Plan is a community effort that provides a set of meaningful recommendations that the City can practically implement to support the recovery of the economy from the impacts of the COVID-19 pandemic.
91. The Business in the Parks and Patios Everywhere programs directly support the Barrie economy by providing safe outdoor space for businesses to increase their capacity and therefore revenues.
92. Staff continue to engage with businesses and stakeholder groups, including the Barrie Chamber of Commerce, Downtown BIA, Barrie and District Real Estate Board, Barrie Construction Association, the Sandbox, Georgian College, Henry Bernick Entrepreneurship Centre, Tourism Barrie, local landlords and the Simcoe County Homebuilders Association to understand business impact and deliver programming and supports to assist in response and recovery efforts.

Appendix "A"

Requirements for Patios Everywhere Program

Purpose:

The following document outlines the requirements for the Patios Everywhere Program for the 2022 patio season.

Existing, legal restaurants can take advantage of warmer weather by offering outdoor dining experiences, starting April 1st until November 30th, 2022. The City will review Patios Everywhere applications and design concepts from businesses to ensure universal accessibility, public safety (including Fire and separation from traffic) and the streetscape experience are enhanced and not negatively impacted by the introduction of a patio.

City Bylaw 2006-266 as amended (license, regulate and govern businesses) generally governs matters addressed in this document, but for the 2022 season shall not apply until after November 30, 2022.

All applications are required to comply with the Accessibility for Ontarians with Disabilities Act (AODA).

Application Process

City staff are available to assist if needed, however we believe most applicants should be able to complete the process on their own. Email patioseverywhere@barrie.ca for assistance.

The process to establish a patio consists of these steps:

1. Apply online through the City's APLI portal. Select "Exemption from full site plan approval" as the application type.

2. Upload all required documentation:

Site Plan

Health Certificate of Inspection

Demonstration of an application for a Liquor License, if applicable

City of Barrie Business License for main restaurant – note that a non-licensed patio can proceed prior to obtaining a liquor license as a means of opening faster however the sale of liquor would be prohibited until such time as they obtain their liquor license from the AGCO.

Letter from the property owner authorizing the proposed patio use.

Copy of Current Liability Insurance

- General Liability Insurance from an insurer licensed in the Province of Ontario for \$2,000,000 per occurrence with an aggregate limit of no less than \$5,000,000 to the Corporation of the City of Barrie against any liability for property damage or personal injury, negligence including death

which may arise from the applicants' operations under this agreement. The Corporation of the City of Barrie must be included as an "Additional Named Insured". The Commercial General Liability shall contain Cross Liability and Severability Clauses and Products & Completed Operations coverage including a standard contractual liability endorsement.

3. Arrange for inspections by City of Barrie staff (Zoning, Police (only for sales of liquor), Fire)

Patio Location Considerations

On Street Patios:

ROWA Permit would be required like in the BIA / City Centre patios if proposed on a city street

Obstructions (Waste/Recycle Bins, Parking Pay & Display, Planters, Light poles etc.)

City staff and utility companies need space to access, repair or maintain trees/plants, fire hydrants and connections, electricity elements, natural gas connections, and other street assets for residents, businesses and visitors. City street must serve everyone including key services such as emergency services and public transit. Street features must be able to be used for their intended purpose, accessed, and maintained.

The City and all public utility agencies retain the right of access to the approved Patio area for the installation, maintenance and repair of pipes, cables, wires, poles, hydrants, etc., as necessary. In case of emergency, no notice will be given. For scheduled work, a minimum notice of forty-eight (48) hours will normally be given.

The City retains a right of access over, to and upon a patio for emergency vehicle access.

Waste and Storage: Patio operators shall maintain the Patio area, and the immediately adjacent area, in a clean and safe condition at all times. Refuse containers are not permitted within the Patio area but portable service carts may be used for collection and transport to the associated restaurant. The storage of waste is not permitted.

Patio Design Details

Patios shall be comprised of structural, functional, and decorative features. To ensure public safety and general aesthetic continuity, the following design details provide the minimum requirements for various features within a patio. The City encourages creativity and the development of unique outdoor dining spaces within the requirements provided.

The patio shall be constructed and maintained by the applicant as per the construction guidelines, and must be compliant with the Accessibility for Ontarians with Disabilities Act (AODA).

An entryway of at least 1.75 m must be provided to the patio, and where possible, should be aligned with the entrance to the corresponding establishment. When entrances cannot be aligned, they should be provided in close proximity to each other to ensure ease of movement and service between the establishment and the patio.

Patio furnishings, fences and other Patio improvements must be removable and not permanently fixed in place. All objects must be contained within the approved Patio area and removed during the off-season or after the Patio ceases operation. The street, sidewalk and municipal property (if used) must be restored to its original condition to the satisfaction of the City.

The design of the patio structure should not inhibit the adequate positive drainage of storm water runoff to the street.

Patio Enclosure Fencing

Fencing of a Patio must form a fully enclosed perimeter. The fencing should appear 'open'. Fencing shall meet the requirements of the Alcohol and Gaming Commission of Ontario (AGCO) if applicable. Fencing material must be shown on the site plan. Wrought iron style is the most desirable, however given the circumstance, any barrier that safely encloses will be considered. Patio fencing must be not less than 1.07 metres in height as per AGCO regulations. The fencing cannot be anchored into the paving stones or sidewalk. The fencing must be weighted either footplates or stable mass planter boxes. Patio fencing shall be supported by metal foot plates and shall not be designed to penetrate the surface of the sidewalks (i.e. no bolts/brackets). Alternative supports must be used such as planters, weights, etc.

Open guard rails are encouraged to reduce the risk of high winds using the guardrail to move the patio structure. Self-supporting plates shall have no parts of the fence create a trip hazard and do not project beyond the limits of the permit area.

Fencing shall not extend past the permit area, or attached to trees, street elements or utilities.

Fencing shall be curved or angled at street corners for unimpeded pedestrian movement and vehicle sightlines.

Minimum Clearance requirements from Patio Enclosure Limits

- All hydrants offset 1.5 metres
- Gas assets or meters 0.6 metres
- All parking pay-display units 1.0 metres
- All bollards defining secondary walkway 1.75 metres
- All waste receptacles 3.0 metres
- Mid-block Pedestrian Crossings 5.0 metres centered

- Utility vaults 1.5 metres

Electrical power cords or any device that cross any travelled portion of the property are not permitted.

No signs or advertising within a Patio shall be permitted with the exception of a menu and no smoking sign(s). A single menu can be posted on the fencing but must be no larger than 40cm (16 inches) by 50 cm (20 inches) in size.

Permit holders shall ensure that all umbrellas are at least 0.8 metres from any curb face. All shade umbrellas may project into the pedestrian walkway to the lesser of half the umbrella's width or 1.5 metres. The lowest edge of any umbrella must be at least 2.1 metres above the sidewalk surface. No patio permit holder shall place umbrellas such that they overhang the pedestrian walkway at a height of less than 2.2 m, and such umbrellas must be closed during rain events and not cause water to drip onto the pedestrian walkway.

Patio Site Plan Required Information Minimum Information Requirements

Patio Site Plan – Required Information

To assist with the Patio Site Plan design, the applicant is requested to provide a site plan, properly labelled with the following minimum information:

- 1) The location and dimension of the building establishment, the entrances & exits and washrooms.
- 2) The location and use of the adjacent buildings, the entrances and exits.
- 3) The location and dimension of the patio, the entrances & exits.
- 4) The area of the patio (in square meters);
- 5) Location and dimension of any enclosures, umbrellas/tents, awnings, etc.;
- 6) The location, height and construction material to be used for the boundary fence, gate location and width of gate(s);
- 7) Location of fire extinguishers;
- 8) Location of table, chairs, bars, stages, etc.;
- 9) Expected occupant load;
- 10) Location of ALL municipal services and/or assets within the Patio or close proximity (e.g. location of curbs, municipal parking spaces to be utilized, parking meters, sidewalk, hydrants, storm sewer grates, manholes, trees and diameter of trees etc.), all below grade and above grade utilities including below grade chambers/vaults and hydro poles fire hydrants, along with distances between the Patio and services/fixtures;
- 11) The construction and design shall consider the following matters to be addressed on the site plan: a) Location of services such as hydro, water and gas; b) Railing installation, height, construction; c) Impact on public sidewalk if any; d) Accessibility; e) Installation of any other fixtures to premises or

- lands; f) Maintenance of City improvements, such as trees and shrubs, if applicable; g) Liquor License requirements; h) Road Right-of-Way requirements;
- 12) Proposed elements and their location and dimensions (e.g., tables, chairs, umbrellas, fencing/railings, hanging fence planters, standing planters, to be located in the permit area;
 - 13) Pedestrian sidewalk measurements: distance between outer edge of proposed permit area to nearest object or back of the curb;
 - 14) Amount of parking provided on site, including the amount of parking spaces being occupied by the proposed patio; and,
 - 15) Setbacks from the property lines to the proposed patio.

Minimum Information Requirements for Outdoor Patios

This information is included for applicant's consideration in order that information requirements and responsibility are fully understood.

Proposed patios at-grade or ones that are not structurally supported are not subject to the Building Code. However, proposed outdoor patios that are elevated and require structural support are subject to the Building and Zoning Department review and applicable fees.

Building-side Patio Design

Attached to the building (with the owner's consent). Patio Enclosure shall be weighted and not anchored into paving stones.

Curb Side Patio Design

Secondary Walkways required around Patio to be 1.75 m in width minimum.

Installation of patios on corner lots where sight lines may be impacted due to impaired vehicle and pedestrian sightlines may not be permitted.

Obstruction of underground utilities, drainage flows or fire department connections. Applications must be accompanied with a site plan that describes and depicts all underground and above grade utilities, drainage flows and municipal fixtures such as fire hydrants, parking meters, trees and grates, catch basins, manholes etc. Due to the circumstances, certain proposed patios may not be permitted due to required access to the utilities or their proximity. Applicants will be required to demonstrate that no municipal fixture or utility is being impacted and how the drainage flow is maintained. In the event that a fixture or utility appears to be impacted, written approval is required from the agency or department responsible for the fixture.

Maintenance of a 1.75 m sidewalk (municipal or by temporary construction) for pedestrian movement. The minimum width for the City sidewalk sweeper to maneuver is approximately 1.5 m. Therefore all outdoor

patios must maintain a sidewalk width of a minimum 1.75 m. Pedestrian movement should be considered first and foremost in all designs and in order to maintain maximum widths for pedestrians in the area in order to support visitor use.

Waste Pick Up

Patios should not interfere with waste pick up for the property.

Liquor License

If a Liquor License is desired by the business owner, it is administered through the Alcohol and Gaming Commission of Ontario (AGCO), and not the City of Barrie. Through the AGCO approval process, the City is circulated in the review of the application. The 15 day placard requirements by the AGCO would apply. The application and issuance of a Liquor License is a separate process from the application for a patio. However, an approved liquor license for the outdoor patio is required to be submitted at the time of application for the patio.

Temporary Sidewalk (if applicable)

A Professional Engineer must certify the design of the Extension of the Temporary Sidewalk for safety and load bearing design, if applicable. (Note: The applicant must certify that the at-grade Patio or Sidewalk by-pass walkway is constructed in accordance with the City's standard.)

Noise

No person shall permit or allow any sound contrary to the provisions of the noise control by-law for the City.

No person shall operate any amusement device or game within any outdoor patio area.

Hours of Operation (If approved under recommendation 4.)

- c) The hours that a person can enter or re-enter an outdoor area be extended from:
 - 10:30 p.m. to 11:30 p.m. Monday - Thursday
 - 10:30 p.m. to 1:45 a.m. Friday and Saturday

- d) The hours that a person be permitted to remain in the outdoor area be extended from:
 - 1:15 p.m. to 12:15 a.m. Monday - Thursday
 - 11:15 p.m. to 2:30 a.m. Friday and Saturday

APPENDIX "B"

Private Function Permits – Business in the Parks Program

Pilot Program Recommended Dates:

Start Date: April 1, 2022

End Date: December 31, 2022

Program Parameters:

- The Business in the Parks Pilot Program be authorized to operate in Sunnidale Park, Meridian Square, Southshore Park, Cheltenham Park, East Bayfield Community Park, Eastview Park, Ferndale Park, Golden Meadow Park, Little Lake Park, Lougheed Park, Madelaine Park, Painswick Park, Sandringham Park, Shear Park, St. Vincent Park, Tyndale Park
- That the Program permit approved parks to be reserved for commercial activity with functions/programs such as private dance classes, art workshops, fitness classes, music classes, and other similar activities as confirmed by the Director of Economic and Creative Development;
- The commercial operators be permitted to charge a fee to the participants in the activity and exclude the general public from accessing the area while the Business in the Parks booking is taking place;
- The Business in the Parks Pilot Program commercial activities shall be managed through a private function permitting process;
- The hours of operation shall be between 7:00am and 9:00pm with one hour prior and following each booking for set up and take down;
- Promotion efforts will carried out by the Economic and Creative Department for bookings;
- Applications received a minimum of two weeks in advance of a desired date will be given priority;
- The commercial operator shall be responsible for ensuring adherence to and enforcing all physical distancing and public health regulations, with size of groups no larger than what is recommended by the Simcoe Muskoka District Health Unit; and

Current Restrictions in Parks:

Business activity is prohibited in all parks unless by authorization (tender agreement or permit). By implementing a Private Function Permit for designated park space, business activity would be permitted under the existing by-law. In the Parks By-law the authority to issue permits is through the special events Eproval system overseen by the Recreation Department. Conditions and criteria would be applicable including: liability insurance, designated locations for the operators to set up, restrictions on some signage etc.

Rolls and Responsibilities of City of Barrie Departments:

For the purposes of this pilot program five City Departments would be involved including:

Economic & Creative Development – This department will assist in implementing the pilot program and tracking feedback for a long-term solution. Once launched, ECD will initiate a marketing strategy, with the assistance of the Small Business Centre, to make this space use known to small business owners within the community. Specific responsibilities will include:

- Promoting the program within the target business community
- Co-ordinating with the Communications Department regarding promotion materials for the pilot project
- Receiving requests/interest in applying for a permit and applications
- Vetting the applications
- Co-ordinating with the businesses and providing customer service
- Working with the Events Team to learn about the permitting system
- Preparing notification of permits to the Parks Department
- Tracking pilot program- i.e.: customer experience, value, satisfaction

Recreation & Culture Services – Currently events are booked through this department and adding on Park Space bookings would best align with their business functions. The Eproval system used for Events could be adapted to meet the needs of the Park Space Bookings and event staff would be able to facilitate the permitting process for this new permit stream. Responsibilities would include:

- Process applications once vetted by Economic and Creative Development
- Implementing an online application form
- Assisting applicants with the Eproval system
- Ensuring that all requirements have been fulfilled by the applicant
- Working with Economic and Cultural Development to vet applications and any conflict resolution that may arise.
- Preparing agreements for signature
- Providing the permit to the applicant once approved

Enforcement Services – Enforcement services will be essential in this pilot program to ensure that bookings are respected and run smoothly for the operators, and that operators follow rules and regulations of using public space.

- Ensure bookings of space are respected
- Check permits if needed

Parks & Forestry Operations – There will be implications on this department in order to facilitate this pilot program. These locations will need; garbage and recycling receptacles, clean-up services and signage installation indicating location bookings.

- Provide black-out times for Park maintenance to ensure no bookings occur
- Provide markings of designated area
- Once booking requirements received ensure Parks Staff provide applicants with requested materials
- Provide clean-up after a booking if needed and/or between bookings

Communications – Communications would be engaged for the initial call out to businesses regarding the availability of public space for business during the pilot program and the date applications must be received by.

- Work with Economic and Creative Development to help promote the pilot program and dates
- Review process management and pilot program framework

Purpose:

A Private Function Permit will be for the booking of public space for the Business in the Parks Pilot Program. It is a way to leverage park space to help businesses build capacity. This pilot program is in direct response to the Covid-19 recovery efforts and could serve as a pilot for future consideration to monetize and provide private bookings for popular park assets. This pilot program has the potential to be extended into a long-term solution that can be used on a consistent basis including if another pandemic situation was ever to arise. The program will focus on opening up designated park space for private reservations and will focus on businesses that can operate as a closed function/gathering. This permit will provide outdoor space for businesses that have been unable to open or constrained to meet physical distancing measures due to health regulations in response to the Covid-19 pandemic. Private Function Permits are new to the City of Barrie and will follow the process and procedures outlined in this framework.

Designated Public Park Reservations

Locations:

The designated parks in 2022 would include:

- Meridian Place
- Sunnidale Park
- South Shore Park
- Cheltenham Park
- East Bayfield Community Park
- Eastview Park
- Ferndale Park
- Golden Meadow Park
- Little Lake Park
- Loughheed Park
- Madelaine Park
- Painswick Park
- Sandringham Park
- Shear Park
- St. Vincent Park
- Tyndale Park

These parks were chosen based on several factors including, parking availability, vicinity to business, level of foot traffic, ability to identify a designated area and compatibility with surroundings.

Booking Eligibility:

As this is a pilot program and no allocation policy currently exists for this purpose, bookings would be open to businesses that are operating in a closed group. For example, fitness classes, dance classes, painting class, artist workshops etc. Businesses must be Barrie based and can prove a Barrie location as a primary business address. Bookings would be done on a first come first serve basis. Depending on demand, bookings may be limited to twice a week per business. If there is a conflict of two businesses booking at the same time, the same location and no alternative solution is found, the business that has not had the opportunity to use the space or has used it less will be selected. The intention of this program is not to conflict with any existing licensing agreements that are presently in place along the waterfront, or special function permits that are used for public functions. The City of Barrie can deny any applications that do not meet the outlined criteria.

Booking Times:

Bookings would be based on half days, totalling 6 hours or full days, totalling 12 hours or a series of bookings over several different dates. Businesses would be required to confirm their start times with Recreation and Culture staff prior to receiving a permit. This allows time for staff to communicate details to other impacted departments.

Criteria:

The City of Barrie is committed to providing businesses the ability to reserve space for a set time at designated municipal parks during the pilot program. Bookings will be done in a fair and equitable manner to help businesses build capacity during the economic recovery of the City of Barrie. Priority will be given to City of Barrie businesses that fit the listed criteria below and that are operating as an identifiable closed group (i.e.: not open to the public):

- ❖ At this time no food/alcohol will be permitted during the pilot program.
- ❖ No business operations that would be open to the general public will be permitted.
- I. Businesses that can operate in a closed group format and are not open to the public.
- II. Registered businesses with their primary businesses address in the City of Barrie and contribute to the local economy.
- III. Applicants would have to be consistent with City of Barrie values and strategic priorities.
- IV. Business activity to take place on public property can be contained within the designated area in which the permit is applicable.
- V. Contribute and foster increased vibrancy to our community, especially in the heart of the city and the downtown and waterfront.
- VI. Are respectful of City resources and remain in good standing with the City of Barrie.
- VII. Are keeping with the general intent of the City's by-laws, policies and pilot program.
- VIII. Are sustainable, ethical and accountable.
- IX. Operate in a safe manner, meet all City of Barrie requirements, and are suitable for the venue and infrastructure available.
- X. Can present Covid-19 protocol with their applications including; physical distancing protocol, sanitization, masks, contact tracing, etc.

Process management:

The following defines the priority scale by which the City of Barrie shall review applications and consider permits for bookings of designated park space.

1. Business type fits the criteria for the pilot program.
2. Business can demonstrate that their business operates out of the City of Barrie.
3. The date in which the application was received – first come first serve basis (However businesses that have experienced economic hardship during COVID-19 may receive priority)
4. Requested dates and times don not interfere with other scheduled public events or park maintenance.
5. Space use compatibility- review of the space and requirements requested. City of Barrie will ensure the effective and efficient use and maximization of the designated spaces both in terms of time and space.
6. Business is able to demonstrate that it is not a public event but a closed function.
7. Covid-19 protocols are in place and Health Unit recommendations are being followed.
8. Should a scheduling conflict occur, applicants may need to use their alternative dates provided on their application.

9. As this is a pilot program the range of activity in permit requests may vary significantly. Therefore, all applications shall be considered on a case-by-case basis where the schedule permits and the particular function meets the City's criteria and conditions as defined.
10. All applications for the duration of the pilot program will be reviewed by events staff and Invest Barrie staff.
11. Private functions operating in the designated pilot program areas without the appropriate permits shall be required to cease operations immediately.

Permitting process:

Intake/Application Process:

1. As this is a pilot program for a set period of time an initial call out for applications will occur. All applications must be submitted at a minimum of two weeks (10 business days) in advance of the date requested including Covid-19 Health Protocol Plan.
2. The Applicant is responsible for ensuring the Application is accurate, complete, and submitted with enough time to allow for the appropriate approvals.
3. Applications submitted after the minimum deadline shall be considered for remaining available dates.
4. Submitting an Application for a Private Function Permit does not constitute approval or mean that a Private Function Permit shall be issued.
5. Applicants will get in touch initially with the Economic and Creative Development Department by email or phone.
6. Proposals will be sent to the Economic and Creative Development Department to be vetted.
7. Once the applicant is advised they have been tentatively approved they can move onto the next step in Eproval to submit all required documentation.
8. The next step will be to enter their request into the Eproval system, providing a proposal that includes the date, time, business idea and business address.
9. Applicants will provide their top 4 selections for booking dates and/or provide a recurring functions date/time.
10. All evaluations will be completed by the Economic and Creative Development Department and together with the Events team the decision for application approvals can be determined. Although all applications will be first looked at on a first come first serve basis, priority will be for businesses directly affected by Covid-19 closures and can demonstrate economic hardship.
11. The Eproval system will take the applicant through several questionnaires to determine the documentation that is needed for the application to be completed.
12. Once all documentation is received the permit can be processed.
13. The Private Function Permit shall include the function name, the name of the Function Organizer or organization, the date of issue, the effective date and location, and the conditions of the permit.
14. The Events Office shall notify the Function Organizer when the Private Function Permit is issued. The Permit then must be kept available by the function organizer to display if required.

General Conditions for Approval:

- All Private Functions on Municipal Property shall adhere to applicable by-laws, laws, regulations, policies, and legislation as amended from time to time or acquire the necessary permissions or exemptions in writing.
- The applicant is responsible for fulfilling requirements of the City by the deadlines provided including any and all permits, inspections, approvals, and documentation.
- Private Functions on Municipal Property shall operate in a manner that is suitable to the venue, infrastructure, and services available.

- Private Functions on Municipal Property shall not endorse views and ideas that are likely to promote discrimination, contempt or hatred for any person on the basis of race, national or ethnic origin, citizenship, religion, age, sex, marital status, family status, sexual orientation, disability, political affiliation, economic status, or level of literacy.
- The applicant shall provide accurate and complete information to the City and shall communicate all changes immediately.
- All required insurance and waivers will be provided to the City of Barrie prior to the permit being issued.

General Operating Conditions:

- The applicant shall be present on-site during set-up, operation, and tear-down, and shall be easily contacted.
- The applicant is responsible to ensure a proper Covid-19 Health Protocol Plan is in place and maintained. The applicant is responsible for all contact tracing for their business.
- The applicant is responsible for the conduct of their attendees.
- The applicant is responsible for ensuring the safe operation of their business activity on public property.
- Amplified sound shall not exceed 85 dbs at 100 feet (30 meters) from the source during operation and shall cease at 10:00pm.
- Private Function permits shall cease operation by 9:00pm. Clean-up needs to be completed by 10:00pm.
- The applicant shall ensure that signage and promotion is erected within the designated area and is removed at the end of use.
- Private Functions may be inspected by City staff during set-up, operation, and tear-down to ensure compliance with conditions if needed.
- A Private Functions shall not cause any damage to Municipal Property or infrastructure during set-up, operation, or tear-down.
- Vehicles are prohibited from operating within City parks without prior approval. Permission may be revoked at any time due to weather, turf conditions or at the City's discretion.
- Staking, digging, painting, or attaching/affixing to Municipal Property, including but not limited to buildings, trees, signs, light standards, asphalt, and ground, is prohibited. Staking for the purpose of securing tents may be permitted with prior approval.
- The Function Organizer shall maintain a clean and hazard free site and/or route, including the general maintenance of garbage and recycling.
- Simcoe Muskoka Health Unit - Applicants must follow all recommendations from the Simcoe Muskoka Health Unit to ensure the safety of their function participants during the Covid-19 pandemic.

Refusal or Cancellation:

- A Private Function Permit may be refused or cancelled if the function does not meet the criteria outlined in the pilot program framework.
- A Private Function Permit may be cancelled if the applicant does not meet all of City of Barrie requirements.
- A Private function Permit may be cancelled if the applicant does not have an approved Health Protocol Plan in place.
- The Function Organizer is not in good standing with the City of Barrie or any of its stakeholders.
- The applicant cannot verify they are a Barrie based business.
- The City is not able to facilitate the function operationally due to logistics or resources required.
- The City reserves the right to refuse a Private Function Permit or cancel a function up to and including the day of the function or at any time during the function.

Fees and Deposits:

Every Private Function on Municipal Property is required to pay an application fee. For the purposes of the in Parks Pilot Program we have looked at other municipalities and their permitting costs along with considerations for the purpose of this program which is to help facilitate business activity and offer more options for business to build capacity in a safe and healthy manner along with other permit costs within the City of Barrie. Based on this we have determined a fair permit rate that would not be unaffordable would be for \$75.00 for half day rentals and \$100.00 for full day rentals.

Applications/Agreements/Permits/Insurance:

- The application for a Private Function Permit can be modified from existing permits on the Eproval system.
- Legal agreements can be modified from existing agreements in place.
- Insurance requirements would remain the same as currently put in place for existing permits.
- An additional waiver would be produced that puts the applicant as fully responsible for anything related to Covid-19.
- The permit would be generated by the Eproval system.

Turnaround Time for a Permit:

Turnaround times would be approximately 7-15 business days, depending on the complexity of requirements as determined by the type of business activity being conducted. All timelines for issuing permits will depend on the accuracy of all necessary paperwork necessary from the applicant and staff resources to support the service delivery.

Notification to internal staff:

- The Eproval system will issue internal notifications to all affected departments regarding issued permits and for which designated space.
- The Economic & Creative Development Department will have to plan a schedule of service requests for the permitted bookings. This schedule of services would include: name of business, date of booking, location, service needed i.e.: sprinklers off, garbage bins, recycling bins, access to electrical etc.

Restrictions:

For the duration of the pilot program, bookings would be restricted to business operating in the Barrie area that fall under the criteria of a closed function/gathering. No businesses wishing to serve food, alcohol or cannabis related products will be permitted, due to the additional regulations they would encounter.

Health and Safety Requirements:

In addition to any health and safety requirements requested in the permitting procedures, all users of public space during this pilot program are responsible for following the recommendations set out by the Simcoe Muskoka Health Unit for proper Covid-19 safety protocols.



Permits:

Permits will be issued to the successful applicant and must be on site during the use of the public park space.

Park:

Applicants will be made aware that park maintenance will follow its regular schedule. Times in which scheduled maintenance is to take place will be omitted from the booking availability.