

## **POLICY STATEMENT AND REGULATIONS**

### **Number: 400.5**

### **TEMPORARY ROAD, SIDEWALK, OR PARKING STALL CLOSURE**

#### **POLICY OBJECTIVE**

To outline the process to temporarily close a road, sidewalk, or parking stall for a use that is allowed under this policy.

#### **POLICY**

##### **General**

1. The Director of Works and Utilities (the 'Director'), or their authorized designate, is hereby authorized to issue, alter, or cancel permits in accordance with this policy.
2. The permits shall be in a form as approved by the Director and may contain provisions, specifications, and requirements the Director deems necessary to protect the interests of the District.
3. Liability insurance in the amount of not less than \$2,000,000 is required with each application and the District must be identified as an additional insured.

##### **Construction**

4. Temporary road, sidewalk, or parking stall closures for construction do not require the approval of Council.
5. There is no fee for a permit to temporarily close a road, sidewalk, or parking stall for construction.

##### **Special Events**

6. Temporary road, sidewalk, or parking stall closures will only be considered for community events which are sponsored by a recognized organization.
7. Notwithstanding Article 2, first time temporary road closures for special events must be approved by Council.
8. There is no fee for a permit to temporarily close a road for a community event.

##### **Sidewalks and Parking Stalls**

9. Applications may be made to use a portion of a sidewalk or parking stalls in the Town Center Development Permit Area provided that the proposed use does not compromise safety, unnecessarily restrict vehicular or pedestrian movement, and is adjacent to the business for which the application is being made.
10. The Director cannot issue a permit until the applicant obtains the necessary licensing from the Ministry of Health, the Liquor Inspector, or any other applicable regulatory agency.
11. Applications are non-recurring and must be re-applied for each calendar year.
12. The annual application fee shall be \$100.00 for use of a public parking space and \$50.00 for use of a portion of public sidewalk.

Adopted: November 10, 2014