	PERS – 2022 Parklet Checklist *Private Land*	Planning, Engineering, & Regulatory Services
	<p style="text-align: center;">*PRIVATE LAND* 2022 PARKLET CHECKLIST</p>	
Description		SECTION 1
<p>For applicants who wish to locate a Parklet (Outdoor Eating Area and/or Lounge) on privately owned land and are within a Commercial Zone where these Uses can be considered, a Discretionary Use application is required.</p> <p>Parklet Timeline: May 20 to October 31, 2022</p> <p>Hours of operation: 7 a.m. to 11 p.m. daily</p>		
To Be Submitted		SECTION 2
<p><u>Application for Permit to Construct Seasonal Parklet:</u> Application for permit to construct seasonal parklet can be found here: Link to application</p> <p>When applying please provide the following information:</p> <ul style="list-style-type: none"> • Site Plan showing the proposed location of the parklet in relation to the business/store frontage, along with the total area (measurements) of the space. • Deck Construction Form (see attachment). • Parklet design plan conditions: <ul style="list-style-type: none"> ○ Parklets shall not be installed in a manner that creates site distance hazards for motorists/pedestrians. ○ Any form of enclosure for the walls and/or roof of the parklet must be approved by the inspector and SJRFD. ○ No open flame or cooking appliances are permitted on the parklet. ○ Fire hydrants located within/adjacent to a parklet must be accessible and a 3ft wide radius around the hydrant must be provided. A sign identifying the location of the hydrant should be posted on the parklet. ○ A roof/trellis may be allowed over the parklet subject to the design and inspector approval. ○ Miscellaneous equipment, such as umbrellas, are not permitted unless specially approved by the inspector. 		

- Parklet Accessibility Design Conditions:
 - Current accessibility design standards prescribe a range of options as outlined by the Canadian Standards Association B651-18 (CSAB651-18) and the National Building Code of Canada. As such, parklet design must meet the conditions outlined.
 - If a ramp is necessary, the following conditions must be met:
 - 1:16 slope as recommended by the CSA B651-18. A minimum of 1:12 slope may be approved by the inspector.
 - 47 inches wide as recommended by the CSA B651-18. A minimum of 36 inches may be approved by the inspector.
 - Color contrasting, tactile indication at slope change.
 - Slip resistant surface.
 - 34-36 inch high, graspable handrails.
 - Design within the parklet shall:
 - It is recommended to include some accessible seating options for persons using a wheeled mobility device with removable seating and a table height of 29-34 inches high, as is outlined by CSA B651-18 standards. Paths of travel leading to accessible seating options must be 62 inches wide as recommended by the CSA B651-18, to accommodate the use of wheelchairs, walkers, crutches, etc. A minimum of 36 inches wide may be approved by an inspector.
- A free Inclusion & Accessibility Considerations Orientation for Business Owners (approximately 30 mins in duration) is offered by the City of St. John's. To participate in an upcoming session, please email inclusion@stjohns.ca. The session can also be accessed at any time, online at www.stjohns.ca.
- [Electrical Permit](#) (required if any lighting/electricity is provided in the outdoor space)

Please submit application to: permits@stjohns.ca

St. John's Regional Fire Department approval:

Please provide the following information:

- Site Plan
- Deck Construction Form
- Parklet Design Plan

Send your request to: fireprevention@stjohns.ca

Service NL (Environmental Health):

Approval from Service NL (Environmental Health) is required. When applying please provide the following information:

- A diagram showing the proposed table and seating locations along with all separation distances which adhere to COVID-19 requirements.

Send your request to: ehaa@gov.nl.ca or fax to 729-6362

Newfoundland Labrador Liquor Corporation Application:

- If alcohol will be served in your outdoor area an application to NLC for a Patio or Extended Area License is required. The application can be found at:
<https://www.nliquorcorp.com/doing-business-with-nlc/licensees/supplement-licenses>
Please complete the application and submit to the below email address.

Application submission or inquiries can be sent to: corporateservices@nliquor.com

DECK CONSTRUCTION SPECIFICATIONS

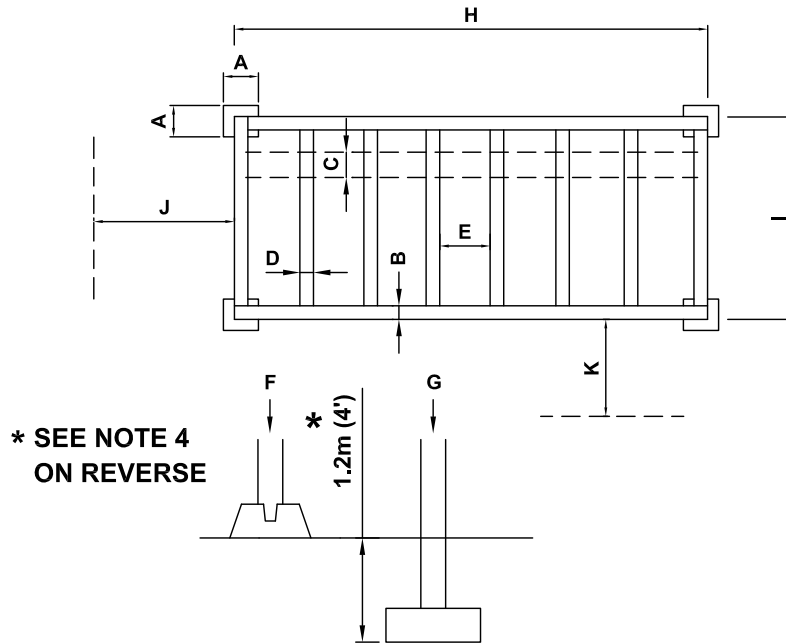
A - POST SIZE _____
 B - TRIMMER SIZE _____
 C - DECKING SIZE _____
 D - JOIST SIZE _____
 E - JOIST SPACING _____
 F - FLOATING DECK YES _____ NO _____
 G - ATTACHED DECK YES _____ NO _____
 H - DECK LENGTH _____
 I - DECK WIDTH _____
 J - DISTANCE TO PROPERTY BOUNDARY LEFT _____ RIGHT _____
 K - DISTANCE TO PROPERTY BOUNDARY FRONT _____ REAR _____

PROPERTY LOCATION

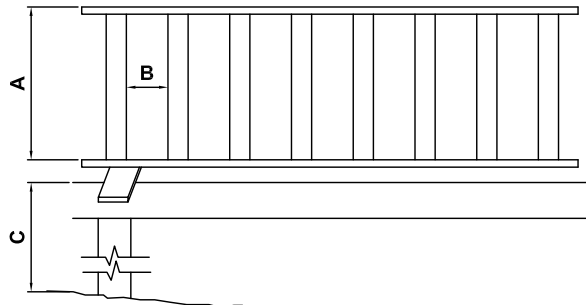
OWNER

FILE #

INSPECTOR



A - GUARD HEIGHT _____
 B - GUARD SPACING _____
 C - HEIGHT OF DECK FROM GROUND _____



MATERIALS USED IN AREA A MUST NOT FACILITATE CLIMBING (ie: LATTICE, HORIZONTAL MEMBERS, ETC.) SECTION 9.8.8.5 N.B.C.

IF "C" IS 2' - 6' (600mm - 1800mm) "A" MUST BE A MINIMUM OF 36" (900mm)
 IF "C" IS 6' (1800 OR GREATER) "A" MUST BE MINIMUM OF 42" (1.07m)

APPLICANT'S SIGNATURE _____

ST. JOHN'S