

ST. JOHN'S	PERS – 2023 Parklet Checklist *Private Land*	Planning, Engineering, & Regulatory Services
	<b>*PRIVATE LAND*</b> <b>2023 PARKLET CHECKLIST</b>	

Description	<b>SECTION 1</b>
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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, the applicant must file a Discretionary Use Application. [Link to application](#)

Parklet Timeline: May 19 to October 31, 2023

Hours of operation: 7 a.m. to 11 p.m. daily

To Be Submitted	<b>SECTION 2</b>
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**Application for Permit to Construct Seasonal Parklet:**

Application for permit to construct seasonal parklet can be found here: [Link to Application](#)

When applying please provide the following information:

- 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:
  - 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.
- [Electrical Permit](#) (required if any lighting/electricity is provided in the outdoor space)

Please submit application to: [permits@stjohns.ca](mailto: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](mailto:fireprevention@stjohns.ca)

#### **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](mailto:corporateservices@nliquor.com)