

Main Street Pedestrian Area (MSPA) Permit - Conditions

1. Permitted use of parking stalls – also known as, an activity zone, includes non-structural patios (ex. post-and-cable or tables and chairs) for food and beverage establishments, and retail or other setups. Other setups may include public seating areas, planters, pergolas or gazebos, and retail displays, temporary canopy tents and directional signage for the sale of products.
2. Temporary signage may require a Development Permit from Planning and must comply with the [Town of Canmore's signage standards](#). Signage that does not adhere to the signage standards is prohibited – e.g. a-frame signs. For inquiries, contact [Planning](#).
3. A wooden curb ramp to improve accessibility from the Activity Zone to your business can be constructed and installed and will make your use of the street more inclusive. Temporary ramps are to meet building code requirements and a Building Permit is required to ensure that they meet the appropriate standards.
4. An Occupancy Load Certificate is required from the Fire Department for any delineated patio or seating area (e.g. post-and-cable).
5. For safety and accessibility, the sidewalk must be kept free of all obstructions. This includes but is not limited to, signage, displays, cables crossing the sidewalk regardless of cable covers or other mitigation tactics.
6. Business use within the permit holder's activity zone must stay within the business's own frontage and may go up to but not cover the white line painted for the seasonal closure. Where use extends past the applicant's own business frontage, written permission must be obtained from affected neighbouring business owners and property owners.
7. For safety, umbrellas cannot hang over the perimeter of any unstructured patio, seating area or other setup.
8. All setups within the permit holder's activity zone must maintain distance from the curb of 6 inches for drainage access. It is the permit holder's responsibility to ensure this space is clear of debris or obstruction to the curb or gutter.
9. A Building Permit is required for a single pergola or tent or combination thereof exceeding 10 square meters, or if the structure is large enough for shoppers and/or a cashier to be stationed within. The structure would then be required to meet all aspects of Building Code, including anchorage, wind resistance and fabric fire resistance rating. Umbrellas setup for shade do not require a Building Permit but must be safely secured.
10. A Building Permit is required for any structure that could impact street drainage.
11. All structures must be secured with weights or sandbags as per the Building Code to withstand the effects of wind or other forces. Affixing a structure to the Town infrastructure by way of any

means – e.g. spiking, drilling or otherwise, is prohibited.

12. Lineups to access the activity zone or the storefront must be organized on private property or within the activity zone. Lineups are not permitted on the sidewalk or within the pedestrian area of Main Street.
13. Generators on Main Street, within the activity zone or on the sidewalk are prohibited.
14. Food trucks or trailers are not permitted as per the Traffic and Road Use Bylaw 2020-03. Food and beverage carts – e.g., human or bicycle-propelled, will be considered on a case-by-case basis if associated with an MSPA permit-holder or business located within the MSPA. Conditions may apply.
15. Buskers are only permitted to perform in Canmore with a Busking Licence and at a Town-approved busking location. Businesses may request that their property be added as an approved busking location by contacting economicdevelopment@canmore.ca with letters of support from adjacent business owner(s).
16. Vehicular access to the MSPA is not intended for general business purposes, such as regular deliveries, operations, or construction. Business located within the MSPA who require vehicle access within the closure zone for regular business operations or construction must apply for a [Road Use Permit](#).
17. For the permit holder's activity zone installation or tear-down, or who for businesses with a Road Use Permit, vehicular access and egress are by way of 7 Avenue. Barriers are to be managed by the driver and must be kept closed, and speed limit is 10km/hr. Motorists must yield to pedestrians and cyclists.

Responsibilities

18. Permit holders who are second-floor or non-street facing businesses located on Main Street, are Town-approved Vendors on private commercial property on Main Street, or are businesses within the greater BIA area, must operate from their permitted location and utilize their activity zone for a minimum of five days a week for the duration of the seasonal closure.
19. From 10:00 a.m. until the end of the Canada Day parade on July 1, all umbrellas, flags, banners, and visual barriers must be removed from the outdoor setup to ensure adequate site lines for patrons and for the safety of parade participants and animals.
20. It is the business owner's responsibility to ensure that their activity zone setup is maintained in functioning order and cleaned and swept daily.
21. Town of Canmore's Streets and Roads Department will provide weekly sweeping of Main Street every Friday morning.
22. It is the business owner's responsibility to ensure that their activity zone setup does not include or exceed the white painted boundary line. Should this not be maintained, it would be

considered a contravention of these conditions, subject to penalty, and the business owner would be responsible for ensuring cleanliness of the space inaccessible to the Town of Canmore's sweeper truck.

23. Town of Canmore will endeavour to provide a minimum of two business days' notice to permit holders of any scheduled street or sidewalk maintenance within the Main Street closure area. Whenever possible, the Town will endeavour to schedule this work outside of busy times.
24. Permit holders may install their patios or other permitted setup from the date indicated on their MSPA Permit. This date is subject to change with notice from the Town of Canmore should unforeseen circumstances impact installation timelines.
25. Permit holders must remove their patios or other permitted setup by the date and time indicated on their MSPA permit.
26. It is the business owner's sole responsibility to obtain approval and adhere to any municipal, provincial, federal or other regulations related to the business activity within the activity zone. For example, obtaining an extension of a business premises to include a patio as part of a business's AGLC liquor licence and/or insurance policy.
27. All MSPA Permit holders must abide by the Main Street Pedestrian Area Permit Conditions. Contravening these conditions could result in the rejection of the permit application or revoking of the permit and may be subject to penalty under Traffic and Road Use Bylaw 2020-03 and/or another applicable Bylaws.
28. The permit holder must maintain commercial general liability insurance and indemnify the Town of Canmore against all claims of any kind arising from any negligent act either by the permit holder or the permit holder's agents. The permit holder must provide to the Town of Canmore, a certificate of insurance that includes the in-street setup, non-structural patio or seating area, and any activity being performed therein (ex. retail sales) as an extension of the insured operations. Town of Canmore must be included as additionally insured party on the certificate which must be valid for the duration of the MSPA season and be for a minimum of five million dollars per incident. Retailers who bring their entire setup indoors on a nightly basis and who have approval from the Town, may obtain insurance coverage for a minimum of two million dollars per incident.