

## Outdoor Patios and Cafés Process – Private Property

To set up, call the Planning Service Centre at 403-268-5311 or visit [calgary.ca/chat](https://calgary.ca/chat)

1 We'll set you up a pre-application meeting with a Senior Planning Technician.

2 Your Senior Planning Technician can help guide you through the Development Permit application process and provide the list for what else you'll need to apply.

3 To submit an "Outdoor Patio/Café" Development Permit, you can apply online.

4 The Development Permit application will be reviewed by the City. The application will be circulated to internal and external stakeholders, a notice board will be displayed on the property and it is advertised. After a 21-day appeal period, the permit is released.

**Note:** Applicant and general public have an opportunity to appeal the Development Permit decision online (Subdivision Development Appeal board).

Development Permit approved.



Development Permit is not approved.

City deems Building Permit is not required.

City deems Building Permit is required.

To submit a Building Permit for review, you can apply online.



Building Permit issued.

Call the Planning Service Centre 403-268-5311 to add "Outdoor Patio/Café" licence type to your existing business.

Set up the outdoor patio/café (including furniture).

Call 311 to request required inspections:  
• Development completion permit • Building permit • CFD - Inspection - Special Events

All inspections must be deemed "acceptable" by the Inspectors.

City "Outdoor Patio/Café" licence is issued.

If your outdoor patio/café has an existing liquor licence issued by the City and Alberta Gaming Liquor and Cannabis, an AGLC inspector will be notified by the City, complete the inspection and issue the liquor licence.

OPEN

**Outdoor patio/  
café open.**

CLOSED

**Outdoor patio/café  
is not permitted  
to open.**



## Outdoor Patios and Cafés Process – Private + Public Property

To set up, call the Planning Service Centre at 403-268-5311 or visit [calgary.ca/chat](https://calgary.ca/chat)

1 We'll set you up a pre-application meeting with a Senior Planning Technician.

2 Your Senior Planning Technician can help guide you through the Development Permit application process and provide the list for what else you'll need to apply.

3 To submit an "Outdoor Patio/Café" Development Permit, you can apply online.

4 The Development Permit application will be reviewed by the City. The application will be circulated to internal and external stakeholders, a notice board will be displayed on the property and it is advertised. After a 21-day appeal period, the permit is released. \*If your outdoor patio/café is partially on a city sidewalk, road or laneway, you will be provided with contact from the Roads department to determine if they will support the application.

**Note:** Applicant and general public have an opportunity to appeal the Development Permit decision online (Subdivision Development Appeal board).

Development Permit approved.



YES

Development Permit is not approved.



NO

City deems Building Permit is required.

City deems Building Permit is not required.

To submit a Building Permit for review, you can apply online.



Building Permit issued.

Call the Planning Service Centre 403-268-5311 to add "Outdoor Patio/Café" licence type to your existing business.

Set up the outdoor patio/café (including furniture).

Call 311 to request required inspections:  
• Development completion permit • Building permit • CFD Inspection - Special Events

All inspections must be deemed "acceptable" by the Inspectors.

An Inspector from Roads will attend to issue the permission or Licence of Occupation permit.

City "Outdoor Patio/Café" licence is issued.



If your outdoor patio/café has an existing liquor licence issued by the City and Alberta Gaming Liquor and Cannabis, please contact AGLC once your fire inspection is completed to complete the inspection and issue the liquor licence.



**Outdoor patio/café open.**



**Outdoor patio/café is not permitted to open.**

## Outdoor Patios and Cafés Process – Public Property

