

ORDER #	- 11
ACCOUNT #	13100-40337
HST G/L	10000-21162

**THE CORPORATION OF THE TOWN OF WHITBY  
PUBLIC WORKS DEPARTMENT  
ENGINEERING SECTION**

**OUTDOOR SIDEWALK PATIO CAFÉ PERMIT APPLICATION**

Applicant: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_  
 Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

**APPLICATION REQUIREMENTS:**

**1) Patio Cafe Location and Layout Sketch Details: (attach on a separate page)**

- Patio dimensions, offsets to curb, sidewalk, light standard, and side lot lines.
- Fencing/Screens: type, height, colour, means of support, number of openings.
- Deck/Platform: material, height, colour.
- Awnings: material, colour, mounting height and clearance.
- Furnishings: number of tables and chairs, material, colour.
- Lighting: location, type, wattage, number of light standards/units.
- Plant Material: location, number of planters, type of vegetation (flowers, shrubs, trees, etc.)

**2) Certificate of Insurance:**

Liability and property damage insurance in the amount of \$2 million (minimum), naming the Town of Whitby as insured.

**3) Non Refundable Permit Application Fee:**

\$150.00 + H.S.T. (Cash, debit or cheque)

**4) Restaurant Facility Information:**

Adequate washroom facilities for both existing restaurant and new patio are required.

- 1. Occupant load of restaurant in accordance with the Ontario Building Code \_\_\_\_\_
- 2. Occupant load of patio in accordance with the Ontario Building Code. \_\_\_\_\_
- 3. Number of water closets (toilets) in male washroom. \_\_\_\_\_
- 4. Number of urinals in male washroom. \_\_\_\_\_
- 5. Number of water closets (toilets) in female washroom. \_\_\_\_\_

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**PERMIT APPROVAL**

**Information:**

Approval of this application for an Outdoor Sidewalk Patio Cafe shall be based upon conformance to Town of Whitby By-Law #4223-98.

This application shall be considered approved and shall act as the Outdoor Sidewalk Patio Cafe Permit only when signed by an authorized member of the Public Works Department indicating approval of:

- 1) The design and layout of the outdoor sidewalk patio cafe as per the information supplied in this application, with amendments as necessary, and
- 2) The physical setup of the outdoor sidewalk patio cafe, certified by a Town of Whitby, Public Works Department inspector to be in compliance with the approved application as noted in (1) above.

Any proposed modifications to an existing approved patio cafe must be reviewed and approved by the Public Works Department staff prior to implementation.

Any physical modifications made to the patio cafe elements deemed to be significantly different from the approved application or which contravene By-Law #4223-98 shall invalidate this permit.

Invalidation of the permit will require the applicant to re-apply for a new permit, and/or will require removal of all patio cafe elements from the public right-of-way. The Director of Public Works has the right to remove patio cafe elements from the public right-of-way which differ from the approved application and/or pose a safety hazard to the patrons and/or the general public.

This application and permit shall only be valid within the permit period as noted.

All patio cafe elements must be removed from the public right-of-way by the end of the permit period.

**NOTE:** It is the applicant's responsibility to apply for and obtain any required licenses or permits through the LLBO to allow for consumption of alcoholic beverages on the proposed patio cafe.

