



Open Streets Compliance Letter of Approval for a Temporary Licensed Exterior Patio or Retail Sales

Name of Establishment: _____

Address: _____

Applicant: _____ Phone: _____

Temporary Patio

Retail Sales

Prior to booking an inspection owner/proprietor shall provide:

1. A site plan for the exterior patio(s) with dimensions and a layout of tables and chairs (maximum occupant load layout is adequate).
2. The number of washroom facilities available to patrons (*patios only*)
 - Number of female water closets _____
 - Number of male water closets & urinals _____
 - Number of unisex water closets _____
3. A certificate of insurance for commercial general liability naming The Corporation of the Town of Kingsville as an additional insured in the amount of \$5,000,000 for licensed patios and \$2,000,000 for retail sales.

Washroom facilities for patios shall remain accessible to patrons during all public hours of operation.

The occupant load is determined using 1.1m²/person as defined in the Ontario *Building Code Act* and Regulation 719 of the *Liquor Licence Act* as well as Table 3.7.4.3.D. of the *Building Code Act* for the minimum number of water closets required for restaurants. The most restrictive occupant load will be permitted for temporary licensed patios.

Guidelines for Applicants and Establishments:

1. Proposed temporary outdoor patios, patio expansions, and retail sales must not extend in front of adjacent business owner spaces, or beyond the

business frontage without express written permission from the affected adjacent property owners and/or tenant.

2. Accessibility must be maintained to and throughout the temporary patio or retail sales area.
3. Food and drink preparation is not permitted on the temporary patio.
4. Business owners must ensure compliance with all relevant permissions including those of the AGCO and landlord.
5. Fire Department connections and hydrants must be unobstructed.
6. This approval is effective only for the duration of and during the Open Streets initiative.
7. All provincial and public health guidelines, including those related to COVID-19, must be maintained.
8. All other municipal and provincial regulations will continue to apply, including AGCO Regulation 719, as amended.
9. The Town is authorized to inspect all temporary patios and retail sales areas and require adjustments to those areas to address compliance with these guidelines and other applicable municipal and provincial regulations.

All licensees/owners/proprietors are required to comply with physical distancing measures, all public health guidelines and orders issued by the Ontario Government and any other applicable level of government.

The Town of Kingsville has no objections to the use of this facility as an **outdoor licensed premises** under the *Liquor Licence Act*. The total outdoor occupant load established is: _____

(Note: If the total occupant load should be segmented into specific areas, please define below or provide appropriate attachment)

In accordance with Regulation 719 of the *Liquor Licence Act* and Council Motion 372-2020 approval for this temporary outdoor patio is effective for the duration of "Open Streets" and is subject to change as directed by Council.

Building Department

Name of approving official (please print) _____

Title of approving official _____

Signature of approving official _____

Date _____

Fire Department

Name of approving official (please print) _____

Title of approving official _____

Signature of approving official _____

Date _____

By signing below, the Applicant agrees to abide by the Guidelines noted above and acknowledges that recommended adjustments may be required to your application to comply with applicable guidelines, regulations and/or safety requirements.

Owner/Proprietor

Signature of owner/proprietor _____

Date _____