	TOWNSHIP OF SOUTH STORMONT
	Title: Temporary Patio Extension Policy (Schedule "A" to By-law No. 2023-038)
	Policy Category: Economic Development
	Effective Date: May 10, 2023 Revision Date:

Policy Statement

The Township of South Stormont is committed to fostering business within the Township and encouraging the hospitality sector. This policy intends to provide a consistent process for which licensed establishments can create a licensed temporary patio extension.

Purpose

Provincial regulations dictate that local municipalities within Ontario must implement a review process and be the approval body for temporary patio extensions for licensed establishments.

Scope

This policy applies to all licensed establishments wishing to create an outdoor temporary patio extension. This policy also applies to Township staff responsible for reviewing applications and providing approval for such requests.

This policy does not apply to permanent licensed patios.

This policy does not apply to establishments with non-licensed temporary or permanent patio extensions.

Objectives

The objective of the Temporary Patio Extension Policy is to establish a clear and concise process for which licensed establishments can apply to create a temporary patio extension. This policy is also intended to establish specific criteria and application processes for staff to review and approve such requests while maintaining compliance with Alcohol and Gaming Commission of Ontario (AGCO) requirements, public safety considerations, zoning requirements and building code compliance, where applicable.

Policy

To apply for the temporary patio permit, applicants must provide the following using the application form provided and attached hereto:

1. Site Plan

- a) Location of the proposed patio in relation to existing fire routes, parking stalls, aisles, property lines, buildings, etc.
- b) Indicate dimensions of the proposed patio, include pedestrian egress / ingress from the proposed patio area locations of all accesses in and out of the patio area. The plan should include details as to how the temporary patio will be constructed (chain link fencing, wood fencing, rope fencing, planters, cement blocks etc.)

2. Description of Occupant Load

- a) Indicate the proposed occupant load of the proposed patio, and the indoor area it will serve.
- b) If the total occupant load of the business (both indoor and outdoor) is proposed to be increased, we will also require details regarding any existing indoor washroom facilities.
- c) The capacity of the area to which the extension would apply allows for at least 1.11 square meters per person.

Once the above information is provided, the application will be circulated to staff from Economic Development, Corporate Services, Planning and Building, Fire and Rescue, and Public Works for review. Once an approval is obtained from the municipality, the licensee must notify the AGCO (Alcohol and Gaming Commission of Ontario) in regard to the duration of the approval and any applicable conditions it may have.

Monitoring and Compliance

This policy will be reviewed as required by the Township of South Stormont Economic Development department, in conjunction with staff from applicable approval departments.

Authority and Related Policies

Legislated Requirements:	<i>O. Reg. 746/21: LICENSING under Liquor Licence and Control Act, 2019, S.O. 2019, c. 15, Sched. 22</i>
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Contact

For more information on this policy, contact the Economic Development and Communications Coordinator.



Temporary Patio Permit

153.1 (1) O. Reg. 746/21: Licensing

Permit Number
Issue Date

Project Information

Work Location	Area	Zoning
Legal Description	Construction Value	

Registrants

Owner	Address	Phone
Applicant (if different from owner)	Address	Phone

Setbacks

Side Yard	Side Yard	Front Yard	Rear Yard

Occupant Load

Indoor (Establishment)	Outdoor (Patio)

Notes

Start Date	End Date

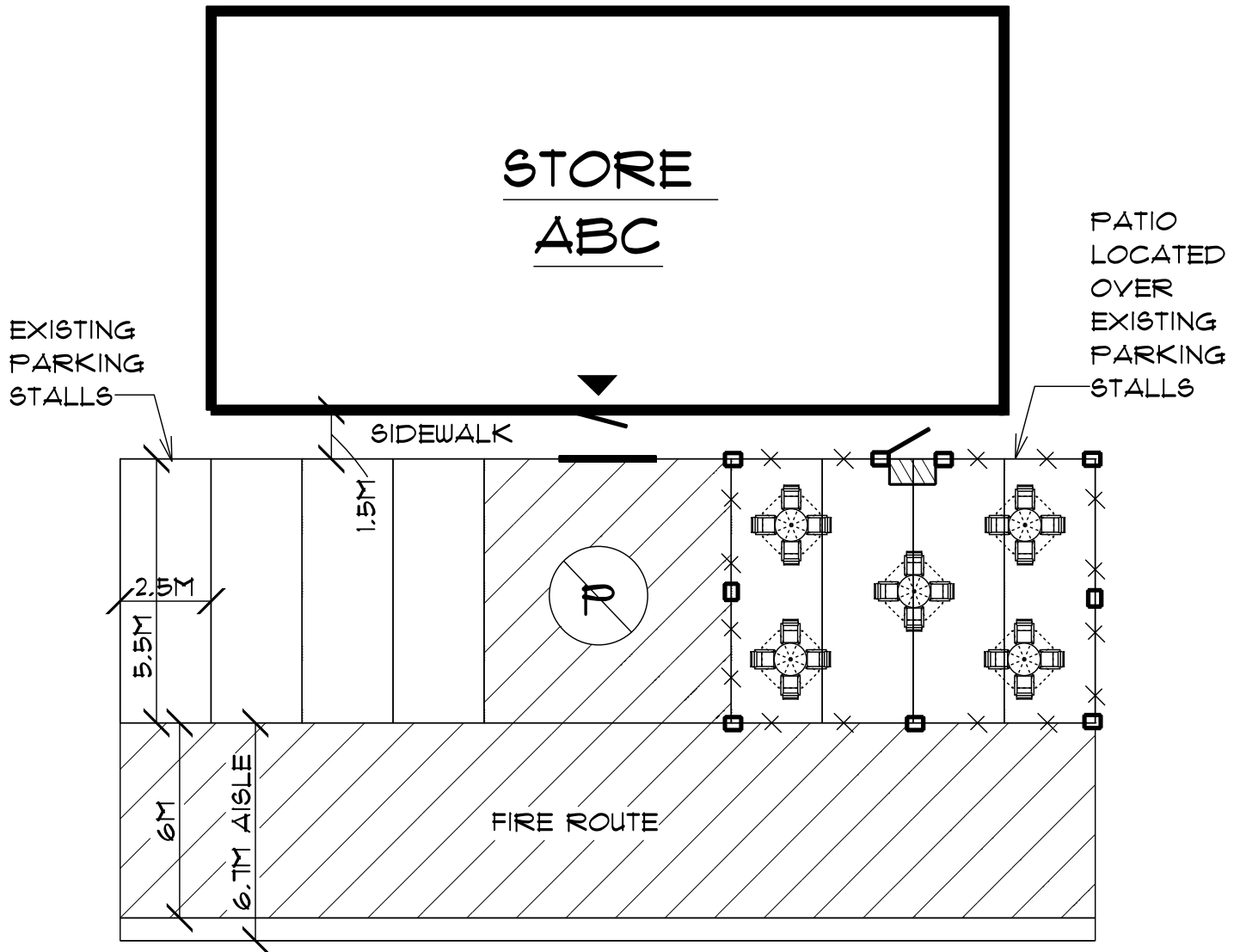
Conditions

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Issuing Authority

Name	Phone	Email
Date	Signature	

EXAMPLE



1. NUMBER OF PARKING: _____

2. LOCATION OF TEMPORARY PATIO: _____

3. AREA OF PROPOSED PATIO: _____

M2

LEGEND:

X—X—X	FENCE/ENCLOSURE
□	CONCRETE BLOCK
▨	NO SLIP RAMP
⚡	PATIO GATE
⊕	TABLE SEATING
▨	FIRE ROUTE
▼	PRINCIPAL ENTRANCE