

CITY OF CAMBRIDGE SIDEWALK PATIO APPLICATION FORM

This application form operates in conjunction with the City of Cambridge Sidewalk Patio Guidelines. Please consult the Sidewalk Patio Guidelines for more detailed information on standards for sidewalk patios.

1. SIDEWALK PATIO APPLICANT INFORMATION

Name of Business: _____

Business Address: _____

Contact Name: _____

Phone: _____ Cell: _____ Email: _____

Applicant is Owner or Authorized Agent of Owner

Property Owner Information (if different than applicant):

Name of Property Owner: _____

Property Owner Mailing Address: _____

2. PATIO INFORMATION

Location: Façade Patio:

Curb Side Patio:

Both:

Do you have a valid Business License: Yes No

Do you have a valid Liquor License (if applicable): Yes No

(Please provide a copy if yes, required for insurance purposes)

Anticipated Installation Date (opening date): _____

3. PATIO DESIGN INFORMATION

A patio plan is required showing the location of the proposed patio. Please provide a sketch or pdf drawing of your proposed patio layout including the following information and dimensions.

Location of the patio on the sidewalk	Building information including façade length, building entrance (door location), Siamese connections and exits from building, if applicable.
Minimum Clear Path of Travel (public outdoor sidewalks (or walkways) designed and constructed for pedestrian travel and are intended to serve a functional purpose)	
Location of all access points	Street furnishing zone and any street furniture such as fire hydrants, light/utility poles, benches, bike racks, waste receptacles.
Curb Line	
Bus shelters	
Manholes/catch basins & utility valves	
* All dimensions are to be metric	

4. APPLICATION DECLARATION AND CONDITIONS

I confirm by my signature below that the information contained in this application, including plans, details, patio location and setback information, is to my knowledge true, complete and in conformity to the City of Cambridge Sidewalk Patio Guidelines. I have read and understand the information provided and agree to abide by the conditions and provisions listed in this application form and Patio Permit. I further understand this is an application process and that an application for a patio does not guarantee installation is feasible and that the patio permit conditions may be subject to change.

Sidewalk Patio Application Conditions:

1. The Sidewalk Patio application must be in the name of the person or persons representing the patio business.
2. The Sidewalk Patio Applicant is responsible for the cost to install, maintain and to remove the patio area.
3. All patios shall be regulated on a seasonable basis during the period commencing March 15th to October 31st
4. The Sidewalk Patio Applicant is responsible to maintain the patio area in original site condition and will be required to remove all furniture and equipment following the patio season deadline.
5. The Sidewalk Patio Applicant is responsible to maintain the patio layout in accordance with the approved patio plan.
6. The Sidewalk Patio Applicant must provide an insurance certificate showing proof of liability insurance and naming “The Corporation of the City of Cambridge” and “The Regional Municipality of Waterloo” as additional insured as outlined under Insurance Requirements.

7. The Sidewalk Patio is subject to all applicable legislation such as The Liquor Control Act, The Alcohol and Gaming Regulation and Public Protection Act, The Ontario Fire Code, The Ontario Building Code Act, Region of Waterloo Public Health and The Accessibility for Ontarians with Disabilities Act. It is the permit holder responsibility to ensure compliance with all applicable legislation
8. The Sidewalk Patio area shall be subject to inspection by the City of Cambridge and/or any regulatory agency noted in #7 above. The City of City of Cambridge has the ability to warn, relocate and remove the patio fencing and furniture or revoke the permit.
9. The owner and occupant will indemnify and save harmless the City of Cambridge and Region of Waterloo from all claims, actions, costs (including legal costs on a solicitor-client basis), demands and liabilities with respect to any personal injury, death or property damage done or sustained by anyone with respect to the said lands of the City of Cambridge and Region of Waterloo.

Insurance Requirements:

The owner and occupant will maintain a comprehensive policy of public liability and property damage insurance acceptable to the City of Cambridge providing occurrence-based insurance coverage in an amount of not less than \$2,000,000.00 (\$5,000,000.00 for liquor licensed patio/café) per occurrence exclusive of interest and costs. Such policy shall protect the City from all loss, damage, claims or actions arising howsoever out of use and maintenance of the leased lands and shall name the City of Cambridge and Region of Waterloo as an additional insured there under. Such policy shall provide, for the following endorsements: Cross Liability with a Severability of Interests Clause, Contractual Liability, Host Liquor Liability and a 30-day notice of cancellation clause.

Patio Application Submissions Process:

A completed patio application form must be submitted to hop@cambridge.ca for review and processing with the following items:

- Patio Design Plan
- Certificate of Insurance
- Application Fee Payment (Application fee payment is completed in person, Cambridge City Hall, 1st floor, Service Cambridge Counter)
- A copy of Liquor License (if applicable)

Signature of applicant: _____ **Date:** _____

Name: (print): _____