

New

 Renewal

 Modification

Section 1: Licensee/Applicant Information:

Name(s)	
Mailing Address	Postal Code
Phone Number	
Email Address	

Section 2: Property Owner Information:

*If same as Section 1, proceed to Section 3

Name of Property Owner	
Mailing Address	Postal Code
Phone Number	
Email Address	

Section 3: Business Information:

Business Name
Business Address
Business Phone Number
Email Address
Will your Temporary Outdoor Patio encroach onto Municipal Property? <input type="checkbox"/> Yes <input type="checkbox"/> No *If no, complete Section 4.
Will liquor be sold and served on the Temporary Outdoor Patio? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide a copy of the AGCO Liquor Licence.

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Hours of operation for proposed sidewalk café:	
Proposed # of tables:	Proposed # of chairs:

Section 4: Temporary Patio Permit – Private Property – Term of Permit

Requested Term of Permit: (maximum eight months)

Section 5: Declaration:

The licensee, and property owner (where applicable) acknowledge that they have read the Town of Pelham Temporary Outdoor Patio on Municipal or Private Property, Policy S201-04 on the Town of Pelham website and shall adhere to the requirements established with respect to operating a Temporary Outdoor Patio Permit on Municipal or Private Property. The licensee and property owner (where applicable) also acknowledge that the information provided on this application is accurate to the best of their knowledge.

Signature of Applicant(s)

Date

Signature of Property Owner(s)

Date

Information contained in this application and supporting documentation in support of this application constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O., 1990, c.M. 45, the applicant consents to the Town of Pelham making this application and its supporting documentation available to the general public, including copying and disclosing the application and supporting documentation to any third party upon request. This application is available in alternate format upon request.

See Next Page for Required Supporting Documentation.

Please provide the following information to the Clerk's department, together with the complete application form. To ensure a timely approval, you are recommended to submit all necessary documents to the Clerk's department at least 40 days prior to proposed opening.

- ✓ Proof of ownership of the property. Tenants must provide the property owner's written endorsement.
- ✓ Site Plan, to scale, including but not limited to:
 - Size and location of all entrances and exits from the patio;
 - Size of patio, including proposed table/chair layout;
 - Location and elevation of the perimeter fence enclosure;
 - Location of the patio as it related to the existing building and any fire access routes for the property;
 - Location of street, sidewalk, property lines, utility poles, fire hydrants and trees;
 - Size and location of encroachment onto municipal property (if applicable).
- ✓ Liquor Licence issued by the AGCO (if applicable).
- ✓ Commercial General Liability insurance (refer to section 8).
- ✓ A Fire Safety Plan may be required.
 - This requirement may be identified following the submission of your application.