

Seasonal Commercial Patio Program – Framework Overview

Patios and Cafes on Town property along Municipal Right-of-Ways

Patio Season	May 1st to November 1st [6 months]	full removal of installations between November and April
Logistics	Program Coordinator position	in Economic Development department
	Program Implementation team	Transportation & Engineering, Roads & Works, Municipal Enforcement, Building, Planning
	Online application process	permit portal and database
	User Guide	process and conditions of use
	Requirements	Notes/Considerations
Permits	set period to receive applications	earlier for on-street patios due to logistics and space assignment
	obtain an annual permit	permit fee applied (based on cost recovery model)
	minimum \$2 million liability insurance coverage	must name Town in coverage
Patio Placement	determined by engineering staff	ensure accessible and safe installations
	no encroachment into pedestrian clearway	includes: patio enclosures, décor, furniture, umbrellas, signage, etc.
	no removal or relocation of infrastructure or street furnishings	
	patio to align with frontage of restaurant/café	for on-street patios: maximum of 2 spaces per restaurant and tied to premises frontage length
	on-street parking space use	usage fee applied cannot use EV charging, accessible, or loading spaces
	platform (on-street patios)	participants to provide at own cost
	safety barriers (on-street patios)	rented from town (fee) and deployed by town staff (fee)