



Township of North Huron
 274 Josephine Street
 PO Box 90
 Wingham, ON N0G 2W0
 519-357-3550

For office use only	File # _____
Date Received	_____
Permit Number	_____

Application Form – Temporary Outdoor Physical Extension (Temporary Patio) on Private Property

Business Name: _____

Address of Business: _____

Contact Name: _____

Phone: _____

Email: _____

Will the patio be licensed to serve alcohol? Yes _____ No _____

Is this a new patio extension or a renewal? New _____ Renewal _____

1. Complete this application form and provide the required information (Section 3, By-law 33-2023):

- Written confirmation and authorization from the owner of the property (if different from applicant).
- A copy of the existing liquor licence for the premises to which the temporary patio extension is being requested.
- A legible sketch/site plan/aerial photo of the proposed temporary patio, clearly showing the following:
 - Exact dimensions and floor area of the proposed extended licensed area.
 - The location of all proposed tables, chairs and patio elements, such as temporary landscaping features, etc. to be included in the extended licensed area.
 - The height and type of fencing (i.e.: snow, metal, wood). The proposed extended area must be easily distinguishable from other areas to which the proposed temporary extension does not apply.
 - Exact location of the extended licensed area in relation to the licensed premises. The proposed extended area must be adjacent to the existing licensed premises.
 - The Gross Floor Area (GFA) of the existing licensed area/restaurant. The GFA should not include any space used for storage, mechanical

- rooms, common halls, stairwells, private kitchens, washrooms and garages.
- The occupancy load of the existing licensed area/restaurant.
- The location of all fire suppression equipment, emergency access routes and associated fire connections, where applicable.
- The location of all pedestrian circulation routes (walkways) and the width of these routes.
- The dimensions (setbacks) of the patio to the lot lines, sidewalks, vehicle travel lanes, fire hydrants, utility meters, and utility vaults (transformers, utility boxes/poles, etc.).
- The number and location of any parking spaces, as well as an indication if any loading/delivery/parking spaces are to be removed to facilitate the expansion or creation of a temporary outdoor patio. Accessible parking spaces shall not be temporarily removed.
- A completed Temporary Outdoor Physical Extensions (Temporary Patios) – Undertaking Form.
- The applicable processing fee, as per the Township of North Huron Fees and Charges By-law.
- Any other documentation and supporting materials required to support the temporary patio application.

Acknowledgement/Certification:

I/We certify that all of the information provided on this form and contained in the documents submitted as part of this application herewith are correct insofar as I/We have knowledge of these facts.

I/We agree to comply with all federal and provincial laws, as well as municipal by-laws, which includes, without limitation, any statute, regulation, order, guidelines, policy, code, ordinance or rule, as well as any principle of common law or equity.

Applicant Name

Position within Corporation

Applicant Signature

Date

Information collected on this application that constitutes personal information as defined in the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M.56 as amended, the information is subject to the provisions of that Act and will be used for the purposes indicated or implied by this form. Questions about the collection of personal information should be directed to the Clerk of the Township of North Huron, located at the address stated above, or by telephone at (519) 357-3550.