

Downtown Bolton Patio Pilot Guide

The Town of Caledon's proposed Downtown Bolton Patio Pilot will create enhanced pedestrian space using on-street parking to activate and attract visitors to the commercial core. The pilot creates the opportunity for sidewalk patios, bistro and café tables, pedestrian seating, and Town-approved outdoor displays within the Bolton Patio Pilot area.

This guide provides an overview of requirements for businesses interested in participating in the pilot.

Important Dates

- **Friday, July 18:** **Application deadline.** To ensure approvals are obtained for pilot participation, businesses are asked to complete the Temporary Patio Application Checklist (below) no later than July 18.
- **Saturday, July 26:** Pedestrian walkway installation
- **Monday, July 28 to Friday, October 3:** Downtown Bolton Patio Pilot duration
- **Saturday, October 4:** Pedestrian walkway removal

Sidewalk Patio Guidelines

It is the responsibility of the operating business to ensure compliance with all applicable federal, provincial and municipal laws, rules, orders, regulations, and by-laws in respect of the operating the outdoor patio. To ensure a safe and accessible summer patio program for all, businesses are required to ensure the following:

- **Access:** Any proposed patio must not obstruct any vehicular travel lane or an existing pedestrian crossing.
- **Alcohol:** Patios where alcohol is served must comply with Alcohol and Gaming Commission of Ontario (AGCO) requirements, including fencing and delineation around licensed patio areas. Patios serving alcohol require additional Commercial General Liability Insurance.
- **Construction & Maintenance:** Any patio feature must be constructed to the Ontario Building Code Act standards, maintained in good condition, and installed by a licensed professional.
- **Intersection Sight Lines:** Patios and sidewalk furniture must not be located within or obstruct intersection sight lines:
 - Patios must be at least 3 metres setback from a driveway intersection
 - Adjustment may be considered on a site-by-site basis on sight lines, road geometry, road design proximity to transit stops and related amenities, and other considerations to the satisfaction of the Region.
- **Location:** Patios must be exclusively on the sidewalk, located close to the building frontage.

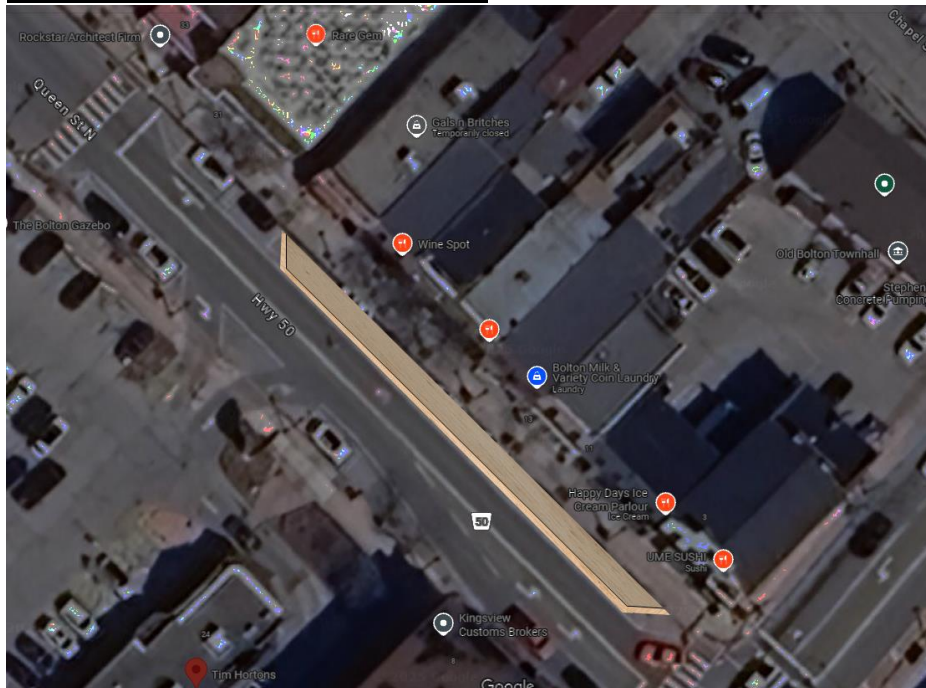
- **Modifications:** Any modifications to sidewalk patios require Town approval and may include an amendment to the Patio Encroachment Agreement.
- **Obstructions:** Patio set-up **must not** block fire hydrants, utilities, transit stops, or stormwater drainage. Businesses must ensure a minimum of 5 metres from patio to fire hydrants or to the middle of the fire department connections.
- **Patio Furniture, Signage & Displays:**
 - Umbrellas and signage located within the patio area **must not** extend into the sidewalk clearance zone.
 - Sidewalk patio items must be safely secured with patio areas kept clean and tidy, and free of trip hazards.
 - Patio items must be stored daily after business hours.
- **Pedestrian clearance:** Sidewalk patios must maintain at least 1.8 metre sidewalk clearance zone for unobstructed pedestrian mobility (includes pedestrian walkway).

AGCO Temporary Patio Licence Requirements

Once a Town of Caledon temporary patio licence has been obtained, restaurants serving alcohol are required to provide notification to the AGCO of the approval, including the duration of the temporary patio and any conditions. More information on AGCO requirements:

<https://www.agco.ca/en/beer/new-framework-temporary-outdoor-physical-extensions-temporary-patios>

Downtown Bolton Patio Pilot Area



Temporary Sidewalk Patio Application Checklist

To participate in the Downtown Bolton Patio Pilot, interested businesses must complete the [Temporary Patio Licence Application](#) and submit:

- ☐ Sketch of proposed temporary patio or outdoor display (requirements below)
- ☐ Certificate of Commercial General Liability Insurance naming the Town as an additional insured, having an inclusive limit of no less than \$2,000,000 per occurrence. Where alcohol is to be served, the minimum coverage shall be increased to \$5,000,000 per occurrence.
- ☐ Copy of the AGCO liquor licence if alcohol will be served on the patio
- ☐ Authorization from the Property Owner(s) if the Applicant is the tenant
- ☐ Required licensing fee payment: \$324.64

Temporary Sidewalk Patio Sketch Requirements

Temporary sidewalk patio drawings must include location and dimensions of:

- Proposed sidewalk patio and its entrances and exits
- Use of adjacent buildings and their entrances and exits
- Umbrellas, awnings, or canopies
- Tables, chairs, and other furniture installations
- Width and length of the sidewalk occupied
- Any applicable boundary fencing, including construction material
- Trees within or adjacent to the proposed sidewalk patio

Outdoor displays are subject to Town approval. Please include a detailed description and images of planned outdoor displays with your application for Town review.

Apply for a Downtown Bolton Temporary Patio: *Closes July 18*



We're here to help!

Connect with staff for one-on-one help completing your patio or community improvement plan applications.

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