

# ON-STREET PATIOS

PILOT PROGRAM

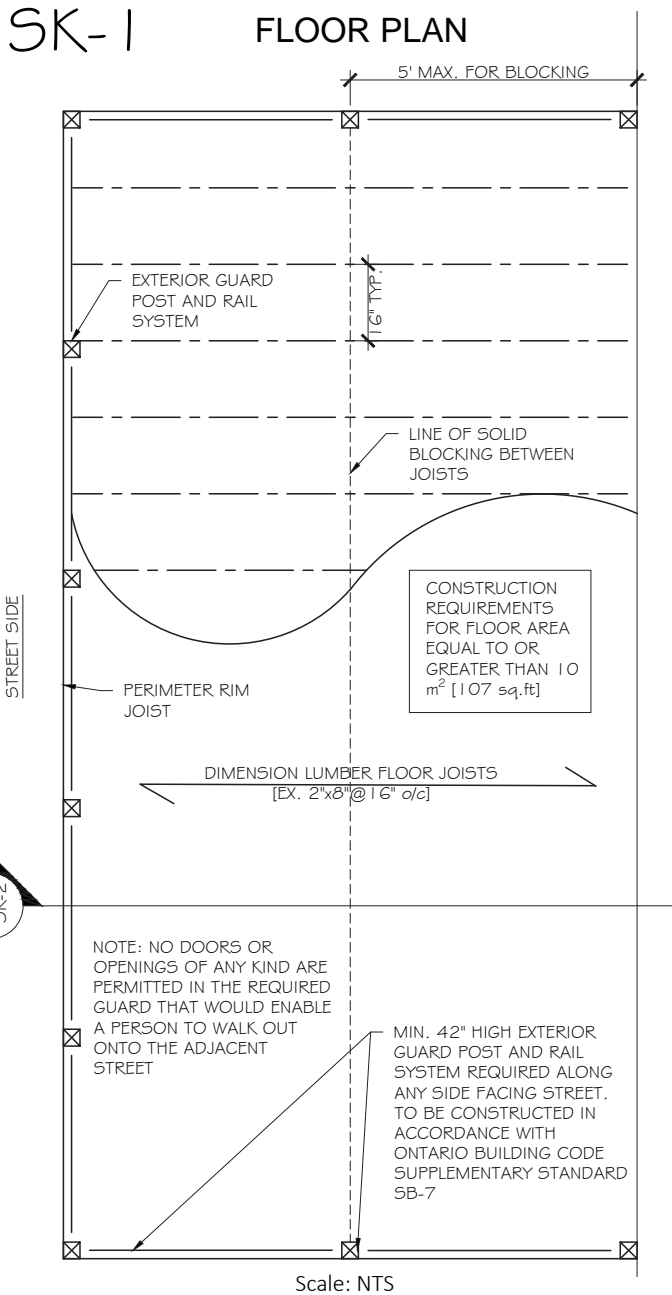


Hamilton

## CRITERIA FOR CONSIDERATION OF AN ON-STREET PATIO (OSP) PILOT

- 1 OSP's will require a Road Occupancy Permit from Hamilton Municipal Parking System in order to be established. An Application can be obtained from the One Stop Business Services counter (City Hall, First Floor).
- 2 OSP's will only be permitted within areas that are identified as Business Improvement Areas (BIA) and some merchant areas. A maximum of two OSP's will be permitted within each BIA or merchant area and will be selected by lottery.
- 3 The deadline for complete application submission is July 13, 2016. Only complete applications shall be included into the lottery. The applications shall be randomly chosen by means of a draw conducted by the Director of Parking and By-law Services. After the July 13, 2016 deadline, applications will still be accepted on a first come first served basis if all the patios are not taken through the lottery.
- 4 Any setup or takedown of any structure or materials on the roadway can only be completed by those trained and qualified in the Ontario Traffic Manual (OTM) Book 7 Signing Requirements for Temporary Conditions.
- 5 Any occupancy of the roadway must conform with the OTM Book 7 Signing Requirements for Temporary Conditions. This includes the closure of any live lanes downstream from an occupied parking space. Appropriate cones/signs may be required as per OTM Book 7.
- 6 OSP's will only be permitted in areas that currently allow unrestricted, metered, or time-limited parking, and will not be permitted in throughlanes, or lanes marked as no parking/no stopping/accessible parking.
- 7 OSP's must meet all applicable Zoning requirements.
- 8 Any request made for an OSP within a BIA must be endorsed through the respective BIA (see template letter).
- 9 OSP's must be designed and constructed as per the Guidelines on next page.
- 10 Alcohol service or the consumption of alcohol shall not be permitted on OSP's.
- 11 No outdoor food preparation shall be permitted on the OSP location.
- 12 The OSP shall only be permitted from July 1, 2016 to October 31, 2016. The applicant shall be responsible for removal of the patio by October 31, 2016.
- 13 The OSP shall be AODA compliant.
- 14 The OSP must comply with Noise By-law 03-020. Live music or amplification of music will not be permitted.
- 15 OSP's shall have no permanent electrical power.
- 16 The OSP shall not have advertising, banners or signage on them, including on patio umbrellas, other than reflective or traffic safety related signage.
- 17 All OSP's shall provide proof of commercial general liability insurance (\$5 million) coverage endorsed to include the City as additional insured.
- 18 All OSP's shall be fenced with a guard as outlined on the back page of this brochure.
- 19 Maintenance of the OSP will be the responsibility of the applicant *(including the removal where necessary by the City)*.
- 20 All OSP's shall not obstruct stormwater flows or block stormwater drains.



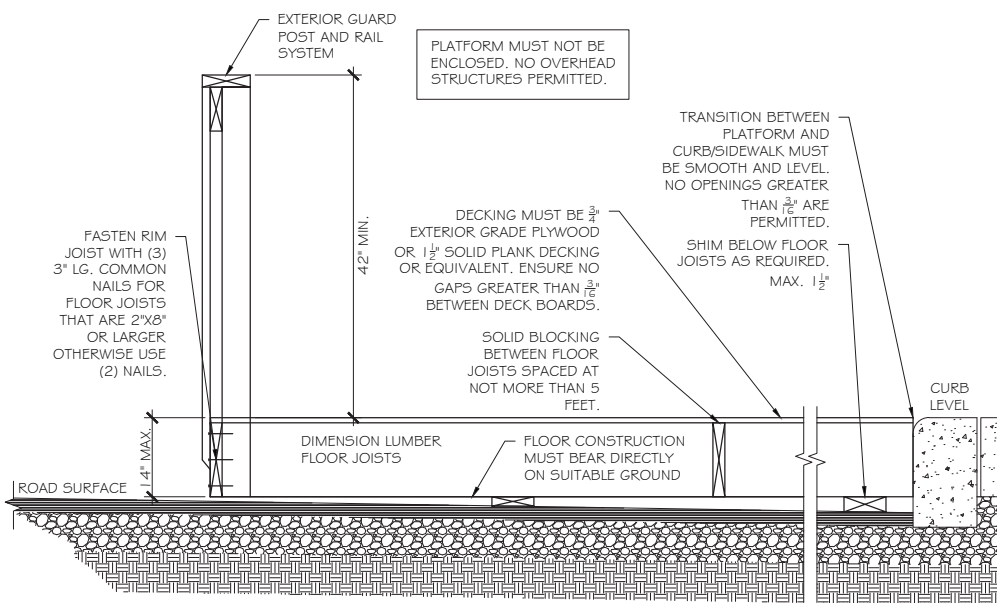


## PILOT PROGRAM GUIDELINES FOR APPLYING FOR AN ON-STREET PATIO

- STEP 1.** Select a preferred location based on criteria.
- STEP 2.** If within a BIA, obtain written endorsement from the BIA (see template letter).
- STEP 3.** Prepare sketch of the proposed patio in accordance to SK-1 and SK-2.
- STEP 4.** All patios shall be a minimum of 0.5 metres from the inside of the travelled lane.
- STEP 5.** Submit Road Occupancy Permit Application by dropping it off at the One Stop Business Services (City Hall, First Floor).
- STEP 6.** If approved, construction of the patio may commence. City inspection shall follow.



## SK-2 SECTION THROUGH PLATFORM



## ON-STREET PATIO CONSTRUCTION

A building permit will not be required for any structure of any area that meets the following minimum requirements:

- i. the floor structure shall be constructed of standard dimension lumber floor joists (ex. 2x4, 2x6, 2x8 etc.) spaced not more than 406mm on-centre [16" o/c] and placed **directly** on *suitable ground* such that no portion of the floor structure is suspended more than 38mm [1.5"] above grade and the finished floor elevation shall not exceed 14" from adjacent ground elevation;
- ii. solid blocking shall be provided between floor joists at a spacing of not more than 5 feet on-centre with a minimum of 1 row of blocking for any joist spans that exceed 5 feet;
- iii. the floor joists shall be fastened to rim joists around the perimeter of the floor structure with a minimum of two (2) 3" inch-long common nails for floor joists that are 2x6 or smaller and three (3) 3" inch-long common nails for floor joists that are 2x8 or larger;
- iv. the floor structure shall be unenclosed, except that a *guard* with a height of 1070mm (42") shall be installed around the perimeter of the floor structure and constructed in accordance with the Ontario Building Code Supplementary Guideline SB-7 or the guard may be designed by a qualified design professional in accordance with the requirements of the Ontario Building Code;
- v. no overhead structures of any kind are permitted including but not limited to any fabric roof coverings, or trellis-type shade structures; and,
- vi. the On-Street Patio structure shall be seasonal only and is only permitted between the months of July 1, 2016 and October 31, 2016 (duration of 2016 pilot).

## DEFINITIONS

*Suitable ground* shall mean asphalt or concrete road surfaces or pavements and concrete sidewalks (subject to the approval of the City of Hamilton).

*Guard* shall mean a protective barrier, with or without openings through it, that is constructed around the perimeter of the floor structure to prevent accidental falls from one level to another.

*Patio*, for the purpose of this pilot, shall be defined as the use of an on-street parking space for a passive seating area for the public or patrons of a business or Business Improvement Area, including some merchant areas, and they can include landscaping materials in conjunction with the minimum building requirements provided above.

*Note: Applicants are responsible for all costs associated with the construction, storage and removal of the patio.*