

ON-STREET PATIOS

PILOT PROGRAM

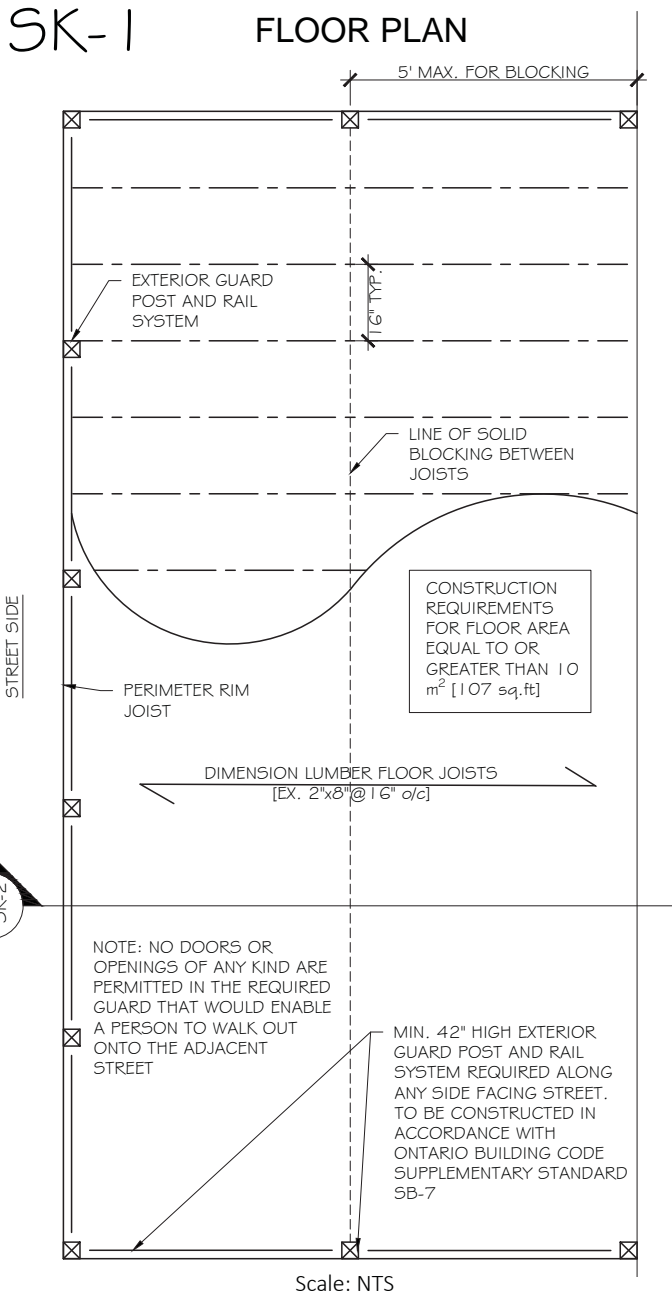


Hamilton

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.



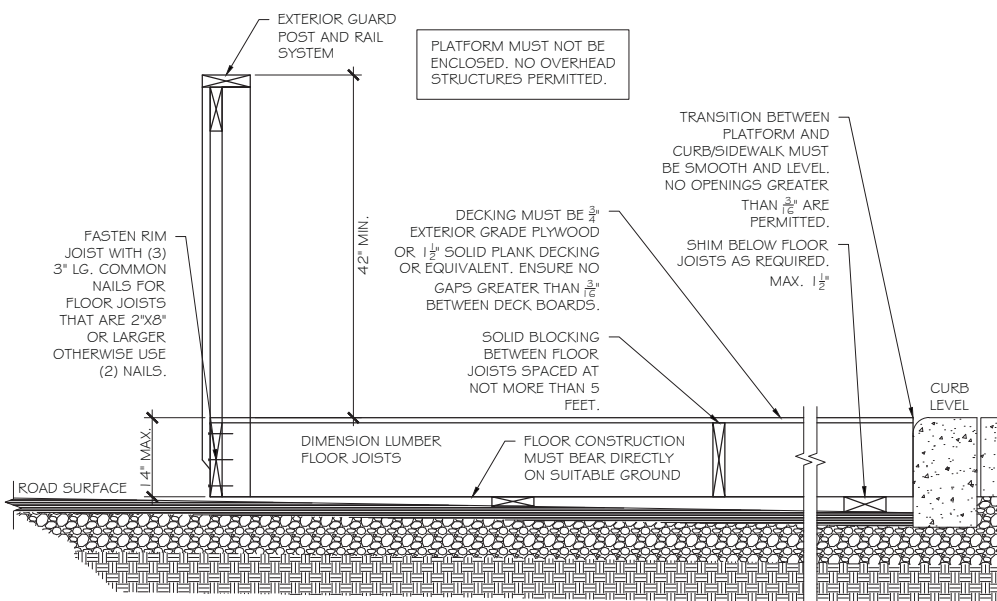


PILOT PROGRAM GUIDELINES FOR APPLYING FOR AN ON-STREET PATIO

- 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.