



## Application for Temporary Encroachment on a Sidewalk

Downtown Patios, Cafes, and Merchandise Display Areas

### APPLICANT INFORMATION

Applicant:		
Business:		
Physical Address of Business:		
Mailing Address/Postal Code:		
Telephone: (    )	Fax: (    )	Email:

### PROPERTY OWNER INFORMATION

Same as above		
Owner:		
Physical Address of Business:		
Mailing Address/Postal Code:		
Telephone: (    )	Fax: (    )	Email:

### TYPE OF ENCROACHMENT

<input type="checkbox"/> Sidewalk Patio ( <input type="checkbox"/> new or <input type="checkbox"/> renewal)	Storefront Merchandise ( <input type="checkbox"/> new or <input type="checkbox"/> renewal)
<input type="checkbox"/> Sidewalk Barbecue ( <input type="checkbox"/> new or <input type="checkbox"/> renewal)	Curbside Merchandise ( <input type="checkbox"/> new or <input type="checkbox"/> renewal)

HEATING SOURCE	ADDITIONAL FEATURES
<input type="checkbox"/> Yes <input type="checkbox"/> No Type: _____ Storage Location: _____	Tent <input type="checkbox"/> Yes <input type="checkbox"/> No Size: _____ Canopy <input type="checkbox"/> Yes <input type="checkbox"/> No Size: _____ Shade Sail <input type="checkbox"/> Yes <input type="checkbox"/> No Size: _____

Description of encroachments (sketch with dimensions must be attached or application will be considered incomplete, any set-up items; i.e. tables, heaters etc., must be included in the site plan sketch)

**The Applicant understands that this application is being taken and may be denied based on the following criteria:**

- a) the encroachment interferes with the Town's intent and purpose in holding the Town-owned lands;
- b) the encroachment creates an unsafe condition;
- c) the encroachment creates liabilities for which the Town cannot assign full responsibility to the owner of said encroachment;
- d) the encroachment creates a situation that is contrary to any of the Town's by-laws, policies or resolutions, or any provincial or federal regulation or legislation;
- e) the encroachment interferes with work, plans, efforts or initiatives of the Town to maintain Town-owned lands;
- f) the encroachment interferes with any utility or similar installation located on Town lands;
- g) the application is unable to reasonably demonstrate a need for the encroachment.

In the event that this application is approved you will be notified by the Licensing Division.

### IS THIS IN CONJUNCTION WITH A TOWN EVENT?

YES	NO	If yes, which event: _____
Dates of Encroachment: _____		Start time: _____ End time: _____
Is a Road Closure required? YES NO		

### INSURANCE

A Certificate of Insurance is required including comprehensive public liability insurance with a minimum general liability coverage of TWO MILLION (\$2,000,000) DOLLARS per occurrence, naming the Town of Amherstburg as an additional insured.

**Note:** For Liquor sales the minimum general liability coverage and liquor liability is FIVE MILLION (\$5,000,000) DOLLARS.

<input type="checkbox"/> Certificate of Insurance attached	Expiry Date: _____
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### CONSENT

I, the undersigned, understand and agree to the terms of this Application.

Signature of Applicant: _____	Signature of Owner (if different than Applicant): _____
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**PLEASE RETURN THIS APPLICATION TO:**

Town of Amherstburg - Licensing Officer  
 271 Sandwich St S, Amherstburg, ON, N9V 2A5  
 Tel: (519) 736 0012 ext. 2219 Fax: (519) 736 5403  
 Email: licensing@amherstburg.ca

**For Office Use Only**

Date Received:

Received by:

File No:

Inspection Date

Approved

Denied

Date forwarded to Licensing

Agreement Executed:

Division: