



**THE CORPORATION OF THE TOWNSHIP OF CLEARVIEW  
On-Street Patio and/or  
Retail Display Permit**

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Anyone wishing to use the municipal sidewalk and/or roadway to expand a patio or display merchandise available in a retail store is required to obtain a permit from the municipality prior to using the sidewalk and/or roadway for such purposes.

The applicant shall review and submit the required information in accordance with the Township of Clearview On-Street Patio & Retail Displays Policy.

A permit is valid from the date of issue until October 15<sup>th</sup> of the same year.

**TO BE COMPLETED BY APPLICANT**

<b>Name of Business</b>	
<b>Address of Business</b>	
<b>Applicant Name and Title</b>	
<b>Email</b>	
<b>Phone</b>	
<b>Mailing Address (if different from above)</b>	

**What are you wanting the encroachment for?** (select all that apply to you)

*\*License fees will be invoiced to the applicable business upon approval*

- Sidewalk Café (storefront no fence or alcohol) - Annual License Fee \$80
- On-street Patio (fenced) - Annual License Fee \$350
- Merchandise Display Area (storefront) - Annual License Fee \$80

**If you are requesting a patio, will the patio be licensed to serve alcohol?**

- Yes, I have enclosed a copy of my valid liquor license.
- No, I will not be serving alcohol on my patio.

**Are you requesting to extend your encroachment to use a portion of the public sidewalk or on-street parking area in front of a neighbouring business?**

- Yes, I have enclosed a letter of consent from the affected business to use the space
- No, my encroachment will remain directly in front of my business



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I confirm the following has been provided in accordance with the Township of Clearview On-Street Patio and/or Retail Displays Policy and have included the following items with my request form.

- A detailed site plan, including all of the required information as outlined in the On-Street Patio & Retail Display Policy
- Certificate of Insurance naming the Township of Clearview as an additional insured in the amount of \$5,000,000;
- A copy of my liquor license if intending to serve alcohol on my patio;
- Reviewed the Release Form to be completed at the time of approval; AND
- I have read and agree to the terms of use set out in the On-Street Patio & Retail Display Policy and sample Permit provided.

IN THE MATTER of a request for an On-Street Patio and/or Retail Display Permit, I/We certify that all of the information provided on this form and contained in the documents provided herewith is correct, insofar as I/We have knowledge of these facts;

AND IN THE MATTER of establishing the On-Street Patio and/or Retail Display, I/We agree to comply with all federal and provincial laws, as well as all municipal by-laws, which includes, without limitation, any statute, regulation, order, guideline, policy, code, ordinance rule, as well as principle of common law or equity.

X

\_\_\_\_\_  
Applicant  
Title

\_\_\_\_\_  
Date

**Request Forms, including all supporting documents, are to be submitted to the Public Works Department by email at [patios@clearview.ca](mailto:patios@clearview.ca)**