

Downtown North Bay Sidewalk Patio Policy Guidelines



Introduction

The City of North Bay has adopted the Sidewalk Patio Policy in order to grant businesses in the Downtown Improvement Area the opportunity to apply to receive non-exclusive use of publicly owned sidewalks and on-street parking spaces in front of their buildings to permit the establishment of sidewalk patios. Sidewalk patios will be permitted from the Victoria Day long weekend in May to the Thanksgiving long weekend in October. The establishment of sidewalk patios will enhance the downtown streetscape, helping to create an inviting and vibrant area where residents and visitors will want to spend time.



Patio Appearance

The main goal of permitting sidewalk patios in Downtown North Bay is to bring people into the area and onto the street, encouraging the creation of an attractive and vibrant downtown core. Patios should be designed to support this goal.

In order to be approved, sidewalk patios must:

- Maintain a walkway with a minimum width of 1.8 metres to accommodate pedestrian movement around the patio located either on the existing sidewalk or on a pop-out sidewalk on on-street parking spaces (as shown to the right);
- Feature fencing or a vertical barrier around the perimeter of the patio;
- Not impact access to or from adjoining properties or buildings;
- Be temporary in nature.



Where pop-out sidewalks are necessary, these temporary walkways shall:

- Feature fencing or a vertical barrier which separates pedestrians from vehicle traffic;
- Be constructed so that there is no change in grade between the sidewalk and the pop-out sidewalk;
- Feature accessible signage;
- Accommodate stormwater drainage;
- Not be affixed to City property.

Pop-out sidewalks may not be located where there are accessible parking spaces or loading zones or where access to those spaces may be impacted.

Downtown Community Improvement Plan

Funding is available through the City's Downtown Community Improvement Plan to support businesses establishing sidewalk patios. Funding available includes:

- Up to \$1,000 to support professional fees associated with the design of the sidewalk patio
- Up to \$1,000 to support eligible construction costs associated with the sidewalk patio

Applicants must express their interest in receiving DCIP funding when they submit their Sidewalk Patio Application. In order to receive funding, successful applicants will be required to submit invoices for all eligible expenses to the City of North Bay's Planning Services Department. Payment will only be issued following the completion of the construction of the sidewalk patio.

How to Apply

Applications are available through the Downtown Improvement Area. Completed applications should be submitted to the DIA and be accompanied by:

- Site Plan and Elevation drawings (if proposed structures include a pop-out sidewalk or any other platforms that patrons or pedestrians would cross over, drawings must be certified by a licenced designer and, following the installation of the patio, the designer will be required to provide written confirmation that the structure has been constructed according to the approved plans)
- Proof of ownership of property (or written consent from the property owner approving the proposed project and permitting the applicant to submit a Sidewalk Patio Application for the property)

Sidewalk Patio Agreement

Successful Applicants shall be required to enter into a standard Sidewalk Patio Agreement with the City of North Bay. At that time the Applicant will be require to provide the following:

- A Certificate of Insurance for public liability (personal injury and property damage insurance) in the minimum amount of five million dollars (\$5,000,000) naming the Corporation of the City of North Bay as an additional insured.
- A Certificate issued by the Workplace Safety and Insurance Board.
- The Rental Fee of \$100 per parking space per month the patio is installed (if applicable)
- A PIN Sheet for subject property

Contact

For additional information please contact:

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