Seasonal Outdoor Patio Program - Pre-Application Checklist

☐ Dimensioned drawings - Site Plan of proposed seasonal patio

☐ OR

☐ Permit Renewal with no changes

- ☐ Please note: A curb lane patio or pedestrian by-pass in any portion of a parking space or driving/travel lane, will require a platform plan and drawings designed, signed and stamped by a professionally licensed designer (e.g., Professional Engineer or Registered Architect).

☐ Insurance - A certified copy of a Certificate of Insurance, in a form satisfactory to the City, covering property damage and personal injury, negligence including death. This must include liability in the amount of at least $2 million for each occurrence and naming The Corporation of the City of Burlington as an additional insured on the policy. In addition, the Commercial General Liability shall contain Cross Liability and Severability Clauses and Products & Completed Operations coverage including a standard contractual liability endorsement. If required, the City reserves the right to request a certified copy of the Insurance Policy. Please ensure that the insurance does not expire during the patio season (April 15 - Oct 31).

☐ Complete the online application form located on our website. Please note: If applying for multiple locations, only one application form is needed.

☐ Pay applicable fees.