

PARKLET & CURBSIDE CAFE CHECKLIST

DO I QUALIFY FOR A PARKLET OR CURBSIDE CAFE?

ENSURE ALL ITEMS ARE CHECKED IN ORDER TO PROCEED TO THE APPLICATION CHECKLIST:

- On street parking space available fronting the subject business, (cannot be an accessible or commercial loading parking space)
- Proposed Parklet/Curbside Cafe fronts a street with a posted operating speed of less than 50km/h
- MINIMUM clearances can be provided from:
 1. Fire hydrants – 5.0m (16'-5")
 2. Fire connections (if applicable) – 0.5m (1'-8")
 3. Driveways and alleys – 1.8m (6'-0")
- Applicant holds a valid Business License for the subject address
- An established Fire Route cannot be blocked or altered as a result of the application

ADDITIONAL REVIEW WILL BE REQUIRED BY ADMINISTRATION FOR CAFES LOCATED ADJACENT TO AN INTERSECTION IN ORDER TO DETERMINE ELIGIBILITY

APPLICATION CHECKLIST

ENSURE ALL ITEMS ARE PROVIDED IN ORDER TO HAVE APPLICATION PROCESSED

- Complete application form:
 <https://citywindsor.ca/residents/Property/Sidewalk-Cafe/Documents/Sidewalk%20Cafe%20Application.pdf>
- Certificate of Insurance for \$2 Million and satisfactory to the Sidewalk Cafe Handbook
- Three (3) photos of the proposed location: one face on and the others from each side of the sidewalk
- Drawings of the parklet or detoured walkway including a plan view and elevations (reference the Construction Requirements for example drawings with dimensions)
- Traffic Control Plan (required for the construction and removal of Parklets and Detoured Walkways)

TENT INFORMATION (SELECT ONE)

- A tent is **NOT** proposed
- A tent is proposed and indicated on drawings, including dimensions, material type, offset dimensions from any building/structure and conforms to the Tent Requirements set out in the Cafe Guidelines Document

LIGHTING INFORMATION (SELECT ONE)

- Lighting is **NOT** proposed
- Lighting is proposed and a lighting plan, complete with product information sheets has been provided, conforming to the Lighting Requirements set out in the Cafe Guidelines Document