



Engineering and Public Works Department

82 Erie Street, 3rd Floor

Stratford ON N5A 2M4

(519) 271-0250 Ext. 222

Fax: (519) 271-1427

www.city.stratford.on.ca

Outdoor Café Review Outline:

Engineering & Public Works Department

As part of the outdoor café application review process, City departments review and comment with regard to their specific requirements. The Engineering Department's requirements for the review process have been summarized to assist applicants to design their outdoor café. The succeeding Engineering Department requirements do not replace, or take the place of any other City department requirements, or agreement conditions. Please ensure all outdoor café applications are submitted to the Clerk's Office.

With respect to the above-mentioned property, the Engineering Department reviews submissions on an individual basis. Engineering Department reviews and comments are based on but not limited to the following:

- I. Property owners are required to enter into a standard agreement with the City upon the issuance of an Outdoor Sidewalk Café license.
- II. Upon renewing the license, if no alterations are requested, property owners shall ensure compliance with the terms and conditions outlined in the licensing by-law and in any previous agreements and Engineering Department stipulations.
- III. It is recommended that outdoor café entrances be accessible to persons with physical handicaps. Refer:
City of Stratford, [Accessibility Guidelines For Barrier-Free Design](#). Adopted August 2004.
(Available on the City website in the Reports/Studies section)
http://www.city.stratford.on.ca/site_stepstocityhall/reports_studies_details.asp?id=34
- IV. For new outdoor café locations or alterations to previous outdoor cafés, a sketch is to be reviewed and approved by the Engineering Department. A sketch in plan (aerial) view, is to be submitted to the Engineering Department for review, and should include dimensions to tie in the following locations:
 - Existing building
 - Existing property boundary
 - Existing adjacent streets with street names
 - Existing park benches
 - Existing boulevard landscaping (specifically bricked in areas for planting beds or treed areas)
 - Existing sidewalk including width (see attached figure for Pedestrian Corridor description)
 - Existing curb and edge of pavement
 - Existing outdoor newspaper boxes, telephone booths, planters, park benches, and display of merchandise



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- Existing outdoor café tables, chairs, fence or other features (if applicable)
 - Proposed outdoor café tables, chairs, fence or other features
 - Revised location of outdoor newspaper boxes, telephone booths, planters, park benches, and display of merchandise
 - Proposed changes to municipal property
- V. Garbage and recycling closed containers (not open blue boxes) may be placed within the outdoor café area only. No refuse, litter, garbage, loose or objectionable material is to accumulate in or about the outdoor café.
- VI. Umbrellas used in connection with the outdoor café shall be wholly positioned within the outdoor café and shall not extend into the pedestrian corridor or interfere with pedestrian traffic. Furthermore, umbrellas shall meet fire code regulations. Please note awnings are not part of the outdoor café review process. Awnings are subject to guidelines within Heritage Conservation District, as well as an encroachment agreement. Contact the Building and Planning Department for awning applications.
- VII. No part of the outdoor café, tables, chairs, fence or other features will be attached, affixed, secured or adhered to the sidewalk or other municipal property, and must be completely removed as per standard license agreement. If the café area is not going to be fenced, the tables and chairs should be secured to the building in some way (i.e. chained) so that they cannot be moved into the pedestrian corridor.
- VIII. Fences should be constructed to be sufficiently sturdy. A minimum height of 900 mm (36 in) is recommended. To allow an individual with a visual impairment to detect the fence using a cane, a maximum height of the lowest part of the fence Guard (rails) shall be 680mm (see attached figure). Guards shall be designed so that pickets are either less than 100 mm (4 in) on center or more than 200 mm (8 in) on center.

Details showing fence/enclosure design shall be included. Details should include type of materials, stabilization measures, and auxiliary items being supported by or attached to the fence (i.e. flower boxes) and lattice/web design.

Please call should you require any additional information.

Trevor Jacobs

Engineering Design Technician

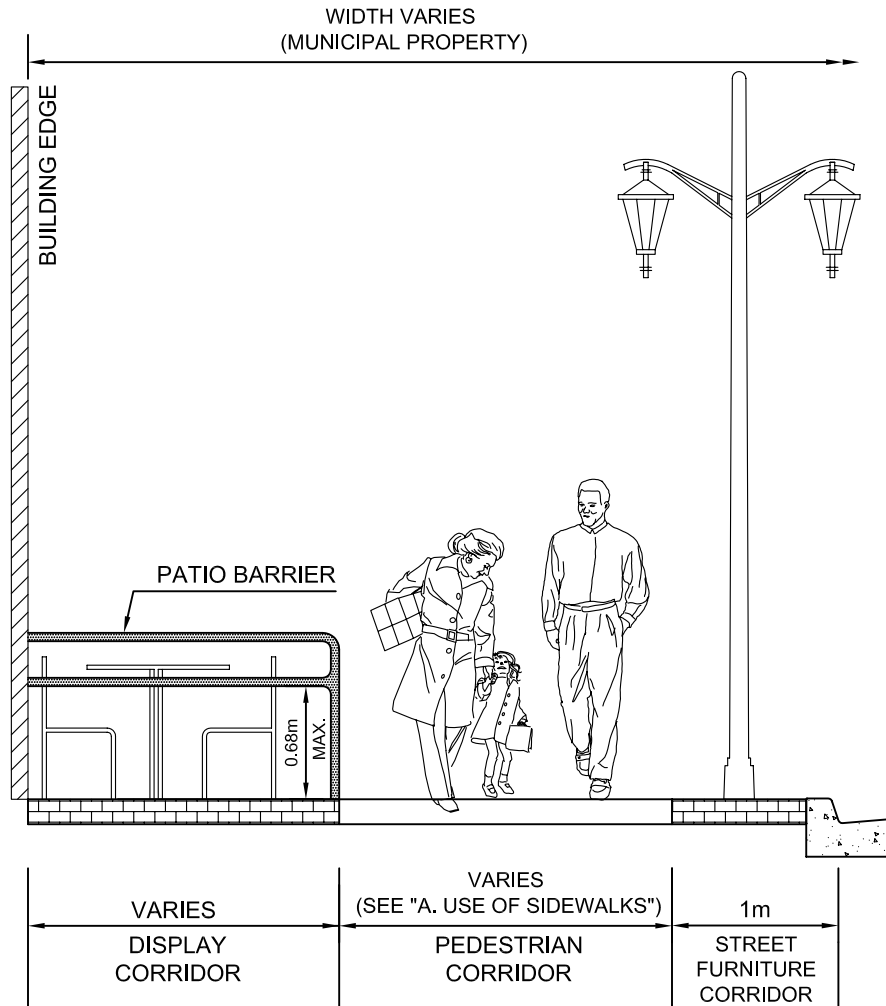
Engineering and Public Works Department

The Corporation of the City of Stratford

82 Erie Street, 3rd Floor, Stratford ON N5A 2M4

Tel: 519-271-0250 x227

Email: tjacobs@city.stratford.on.ca



A. USE OF SIDEWALKS

1. **"Street Furniture Corridor"**: On streets in a C3 zone and in other areas where there is a zero set-back requirement, a 1m wide corridor measured from the curb-line shall be reserved for street furniture such as sandwich boards, municipal garbage containers, bicycle racks, municipal landscaping, parking meters, newspaper boxes, telephone booths, fire hydrants, bus stop signs, utility poles, traffic signs, outdoor planters and other street furniture that has been authorized by the City. Only municipal landscaping shall be allowed to exceed the one metre wide corridor where such has been approved by the City.
2. **"Pedestrian Corridor"**: On Ontario Street, a minimum 2m "pedestrian corridor" shall be reserved for pedestrian traffic. This corridor shall be continuous and uninterrupted upon the length of the sidewalk or boulevard and shall be adjacent to any items placed in the "street furniture corridor". The pedestrian corridor shall have a concrete or interlocking brick surface.

On the remainder of streets in a C3 zone, the "pedestrian corridor" shall be a minimum of 1.5m wide where the width of the existing sidewalk permits.

3. **"Display Corridor"**: The remaining portion of sidewalk adjacent to and parallel to buildings in the C3 zone and in other areas where there is a zero set-back requirement, may be available for outdoor cafés, newspaper boxes, telephone booths, park benches, and display of merchandise by core area businesses.

For businesses in a C1 or C2 zone or in areas where there is no zero set-back provision, display of merchandise is prohibited on municipal property.



THE CORPORATION OF THE CITY OF STRATFORD
ENGINEERING and PUBLIC
WORKS DEPARTMENT

SOURCE:

THE CORPORATION OF THE CITY OF STRATFORD, POLICY MANUAL, SECTION P.3.3: USE OF MUNICIPAL PROPERTY, BOULEVARDS AND SIDEWALK. ADOPTED MARCH 22, 1999.

CITY OF STRATFORD, ACCESSIBILITY GUIDELINES FOR BARRIER-FREE DESIGN. ADOPTED AUGUST, 2004

**TYPICAL USE OF MUNICIPAL PROPERTY,
BOULEVARDS AND SIDEWALK**