



The Corporation of the
Township of Georgian Bay
LIQUOR LICENCE APPLICATION

99 Lone Pine Road
 Port Severn, ON L0K 1S0
 Phone (705) 538-2337
 E-mail • clerks@gbtownship.ca
 Web • www.gbtownship.ca

OFFICE USE ONLY			
Date Received:		Application No:	
Received By:		Fees Paid:	Yes <input type="checkbox"/> No <input type="checkbox"/>

The undersigned agrees and encloses herewith an Application Fee in the amount of:

- \$200 plus HST - New Licence
- \$75 plus HST - Licence Renewal/Change
- \$200 plus HST - Temporary Outdoor Patio Licence
- \$200 plus HST - Special Occasions Permit

Application Checklist	
Application fee as per the Fee and Charges By-law	<input type="checkbox"/>
Completed application form	<input type="checkbox"/>
Signed letter of permission from the property owner (if not registered owner)	<input type="checkbox"/>
Copy of existing AGCO Liquor Licence for principal establishment, if applicable	<input type="checkbox"/>
Proposed floor plan	<input type="checkbox"/>
Written verification that the applicant has notified the Simcoe Muskoka District Health Unit	<input type="checkbox"/>
Copy of current general liability insurance, if applicable	<input type="checkbox"/>
Fire equipment records, if applicable	<input type="checkbox"/>

Business Information:	
Name of Establishment	
Address of Establishment	
Name of Owner	
Name of Applicant	
Applicant Mailing Address	
Applicant Phone Number	
Applicant Email Address	
Purpose of the application:	

New Establishment <input type="checkbox"/>	Change of Occupancy Load <input type="checkbox"/>	New Owner/Operator <input type="checkbox"/>
Temporary Outdoor Patio <input type="checkbox"/>		
Other (please specify) <input type="checkbox"/> _____		

Do you currently have an AGCO approved liquor licence for your establishment?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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If yes, is your current AGCO licence for:	Indoor <input type="checkbox"/>	Outdoor <input type="checkbox"/>	Both <input type="checkbox"/>
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Has the location been previously licensed?	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/>
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Proposed licence will be on:	Municipal Property <input type="checkbox"/>	Private Property <input type="checkbox"/>
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Nature of Establishment:	Bar/Nightclub <input type="checkbox"/>	Restaurant <input type="checkbox"/>	Coffee Shop <input type="checkbox"/>	Other <input type="checkbox"/>
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Does the subject property contain residential units?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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Is there a separate washroom for staff?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, how many?
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Occupant load (Indoor)		Occupant load (Outdoor)	
Floor area of building		Floor area of licence area	
Current seating capacity		Proposed seating capacity	

Floor Plan and Design Requirements

Please provide a floor plan for the business including the following information:

- Location of property boundaries
- All existing and proposed structures
- Location and size of proposed seating area, and number of tables and seats
- Number of tables and seats indicated
- Location of any patio area
- Location of toilet/urinals and sinks
- All fixed millwork and/or equipment
- Entry and exit points
- If any fencing or barriers are proposed, identify the proposed location, type of barrier and height of barrier
- Location of any fire department connection

*All dimensions are to be metric

Please note: A qualified designer may be required to provide a plan on their behalf depending on the extent of the request.

Declaration

I/we certify that all statements and information provided in this application are true, accurate and current.

I/we hereby agree to comply with all relevant Federal, Provincial (i.e., Accessibility) and Township Legislation, including all Provincial Health Orders respecting physical distancing etc.

I/we have read, understand, and irrevocably agree to the General Conditions & Guidelines set forth in Appendix B.

I/we indemnify and hold harmless the Township of Georgian Bay from any actions, charges, claims, costs, damages, demands, liabilities, losses, proceedings, suits, and expenses (including legal fees) in any way related to this licence.

I/we hereby permit the Township and its representatives to enter upon the property during regular business hours for the purpose of performing inspections of the property.

I/we have legal authority to represent the Business and that all statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as it made under oath and by virtue of the Canada Evidence Act.

X

Applicant

X

Applicant

Date: _____

Date: _____

The personal information collected herein is collected under the authority of Municipal Act, 2001 and will be used by and disclosed to any person or public body for the purposes of processing this application, enforcing the conditions of this permit and all applicable laws referenced in the permit, and for all related administrative purposes. This collection of personal information is authorized by the Municipal Act, 2001. Any questions related to this collection of personal information may be directed to the Township Clerk.

Appendix A
General Conditions & Guidelines for Temporary Outdoor Patios

1. Proposed temporary patios must be adjacent to the restaurant.
2. Recreation or entertainment uses are not permitted on any temporary patio.
3. No food or drink preparation shall be permitted on temporary patios.
4. Platforms, stages, decks, and portable toilets are not permitted.
5. Temporary patios may only operate for a maximum of eight months per calendar year.
6. The Applicant assumes all maintenance and liability for the patio structure and may be required to undertake alterations or repairs as are required by the Township to maintain safety and accessibility.
7. The Applicant shall abide by all requirements of the Alcohol and Gaming Commission of Ontario, or any conditions required by an approved liquor licence.
8. The Applicant shall comply with the approved temporary patio drawing attached to an approved licence.
9. No tables, chairs, or obstruction of any type shall be placed in such a manner that interferes with accessibility of the neighbouring sidewalk or travelled portion of the municipal roadway or drive aisle. Temporary patios shall not impede or block access to a Fire Route or barrier free path of travel. Temporary Patio Permits shall comply with any other Accessibility related condition.
10. The Applicant agrees to clean the area around and under the patio following the removal of the patio.
11. For temporary patio licence on municipal property, the owner/applicant shall carry general liability insurance in an amount not less than \$2,000,000.00, which names the Township as additionally insured, and the owner/applicant shall indemnify and save harmless the Township from any and all claims. The Township reserves the right to apply additional or site-specific conditions with the issuance of the temporary patio licence.

