

## **Patio Improvement Program**

The Sparks Street Mall Authority (SSMA) is charged with maintaining Sparks Street as an attractive destination where pedestrians have priority. It is a gathering space that provides a unique experience for both residents and visitors from around the world.

Patio and café seating spaces along Sparks Street play a significant part in creating a pedestrian oasis experience along the pedestrian street. Currently, there is approximately 10,000 square feet of patio and café seating along Sparks Street.

### **What is the Patio Improvement Program?**

The Patio Improvement Program (PIP) is designed to encourage restaurants and cafes to regularly invest and improve their outdoor seating areas. Every two years, patio and café seating owners along Sparks Street may apply to the PIP.

### **How Does a Business Apply?**

Business owners must submit their application to SSMA by April 1<sup>st</sup> of the application year. The application must include the scope of work and projected costs. The applicant is encouraged to provide as much detail as possible including pictures of the existing patio/café seating area as well as pictures of proposed new equipment, furniture, plants, lights, etc.

Applications will be reviewed by SSMA staff and the design review committee. All efforts will be made to review the applications and provide feedback within ten business days.

***It is recommended that you submit your application as soon as possible with as much detail as possible to expedite your application approval process. Ideally, application will include drawings of the updated space.***

### **What is SSMA Staff Looking for in the Application?**

Each business owner should strive to create a patio experience unique to that establishment.

Examples of details SSMA staff are looking for include:

- Furniture of a high quality of materiality and durability
- Customized umbrellas not provided by a supplier
- Increase in greening of the patio space

Sparks Street staff will also review each application to ensure compliance with the City of Ottawa's [Urban Design Guidelines for Commercial Patio](#) through a Sparks Street filter.

### **What Businesses are Eligible?**

Businesses that manage patios and café seating areas in the catchment area managed by the SSMA.

### **How Much Funding can I Receive?**

A successful application will result in the waiving of up to 50% of the annual patio fee being charged in the year in which the application is made.

Upon completion of the approved work, and after the business owner has paid for the installation/ services, the business owners must submit a final report along with copies of your proof of purchase/receipts to the SSMA for approval.

Once the final report is approved by staff, the SSMA will waive the appropriate amount of the current patio fee.

If the amount spent by the patio owner is less than 50% of the patio fee, the patio owner will be invoiced for the difference.

### **What purchases are eligible?**

- Patio Enhancement Items
- Patio enclosure fencing
- Lighting
- Outdoor furniture (tables, chairs, lounge furniture, umbrellas)
- Planters
- First time installation charges

### **What purchases are NOT eligible?**

- Musical/performance instruments
- Wages
- Maintenance costs
- Marketing/advertising costs
- Operating expenses
- Plants
- Signage

If a business owner incurs costs before and or during the application process, and if the application is rejected, the SSMA is not responsible for any costs incurred by the business owner.

### **Where do I apply?**

Applications are to be sent to [bob@sparkslive.com](mailto:bob@sparkslive.com)