

Footpath Trading/Al Fresco Dining/ Merchandise Display Application

Office Use Only			
Application fee paid	<input type="checkbox"/>	Receipt No	
Further Information required	<input type="checkbox"/>	Letter Sent	
All Information supplied	<input type="checkbox"/>	Date	
Inspection required – Local Laws	<input type="checkbox"/>	Date	
Inspection carried out – Local Laws	<input type="checkbox"/>	Date	
Inspection required – Infrastructure	<input type="checkbox"/>	Date	
Inspection carried out – Infrastructure	<input type="checkbox"/>	Date	
Consultations: (eg. Planning, Tourism, Infrastructure)	<input type="checkbox"/>	Date	
Permit Ready to Issue	<input type="checkbox"/>	Date	

Business Details			
Business Name			
Business Address			
Suburb		Post Code	
Hours of Operation			
Website Address			
Briefly describe the nature and operation of your business			

Applicant Details			
Last Name		First Name	
Postal Address			
Suburb		Post Code	
Phone		Mobile	
Email		Fax	

Supporting Information	
<input type="checkbox"/>	Copy of Public Liability Insurance Certificate of Currency with a minimum cover of \$10,000,000 from an APRA-registered insurer. Insures the applicant's interests and liabilities against any possible suit, action, proceeding, judgement, claim, demand, cost, expense, loss or damage for which it becomes or may become liable in relation to the death or injury to any person or the damage to any property caused by any sign authorised by the permit.
<input type="checkbox"/>	Payment of a non-refundable \$72.10 Footpath Trading Application Fee
<input type="checkbox"/>	Are you (or intending to be) a licensed premises. If yes, a copy of your Liquor License is required.
Location of Al Fresco Dining / Merchandise: e.g. Sketch of site plan of proposed area to be used, including square metres of used space.	

Applicant Agreement

I have been provided with access to a copy of Council's Footpath Trading management procedure (www.surfcoast.vic.gov.au) and have read and understand the conditions under which I may be granted a permit for Al Fresco Dining or Merchandise Displays.

I understand that a permit is renewable annually on 31 October. I also understand that at any time Council reserves the right to replace or remove the al fresco dining furniture / merchandise display based on conditions specified in the Council's Footpath Trading Policy.

Applicant Signature	Date
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Fees

With all sections completed and relevant information appended, please submit this application to:
Community Safety Department, Surf Coast Shire, PO Box 350, TORQUAY VIC 3228

The Community Safety Department will manage your application. Failure to supply all necessary information may delay the assessment of this application.

Fees

- Footpath Trading Application fee [non-refundable]: \$72.10 [payable upon application]
- Al Fresco Dining Permit fee: \$104.00 per sqm (Winchelsea, Deans Marsh and Moriac) \$135.90. All other areas
- Merchandise Display Permit fee \$53.60 per sqm (Winchelsea, Deans Marsh and Moriac) \$72.10. All other areas

Both permit fees are based on area used and are payable upon approval of application, prior to issuing of permit. Payment is accepted by cheque, money order or in person at the Surf Coast Shire Torquay VIC 3228.

Permit Conditions - General

An application for Footpath trading, whether Al Fresco Dining or Merchandise Display will be approved based on the conditions detailed herein. Once the application is approved and the permit fee is paid, a permit will be issued to the applicant allowing the footpath trading activity to be performed in accordance with these conditions.

- Al Fresco dining furniture / ancillary items or merchandise displays shall be installed at the defined location(s) in accordance with:
 - Council's Footpath Trading management procedures, and
 - Normal safe working practices having regard at all times for the safety of pedestrians, road users and property.
- The applicant shall bear all costs in relation to the design, manufacture, and maintenance of any furniture / ancillary items or merchandise displays and they shall remain the full responsibility of the applicant.
- The applicant shall ensure that the furniture / ancillary items or merchandise displays are maintained in a safe and clean condition to the satisfaction of Council.
- The applicant shall hold Council blameless for any loss or damage or injury that may result from the installation or presence or detachment of the furniture / ancillary items or merchandise displays or any of their mountings or fittings.
- Council reserves the right to cancel this approval and remove without compensation any furniture / ancillary items or merchandise displays which are not installed or maintained to the standards stated in Council's Footpath Trading management procedures.
- Footpath Trading permits are non-transferable. In the event the related business closes or changes in character or operation significantly from the time of approval issue, approval cancellation and sign removal may result without compensation.
- The applicant shall, at no time, alter the approved furniture / ancillary items or merchandise displays design, without referral to Council's Community Safety Department.
- Owners of Footpath Trading furniture / ancillary items or merchandise displays must also adhere strictly to any special conditions of approval. Failure to do so may result in withdrawal of permit and removal of furniture / ancillary items or merchandise displays.



Surfcoast Shire is Plastic Wise – refer to www.surfcoast.vic.gov.au/mycouncil/reports,plans&documents/policies

Permit Conditions - Specific

1. FOOTPATHS OF A WIDTH GREATER THAN 2.9 METRES

In order to provide a clear and consistently unobstructed footway for pedestrian access, the footpath is divided into three zones.

1. The Pedestrian Zone

Extends from the property line of the premises for a minimum of 1.8 metres. No items may extend into this zone, unless otherwise authorised.

- a. There may be areas where a variation on this distance is appropriate.

2. The Trading Zone

The only area of the footpath where goods, café furniture and ancillary items may be placed, subject to this policy.

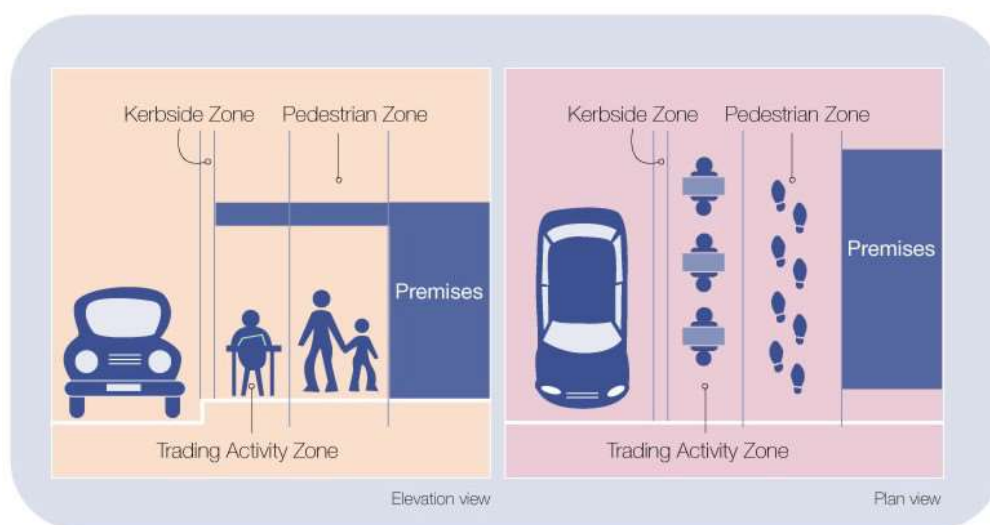
- a. The Trading Zone may be a maximum of 2.0 metres in width, unless otherwise approved in exceptional circumstances.

3. The Kerbside Zone

A buffer between the kerb and the Trading Zone will be provided to allow for access to and from parked vehicles. This buffer will be:

- a. 0.7 metres, where parallel parking is provided.
- b. 1.5 metres, where a disabled parking bay or angle parking is provided.

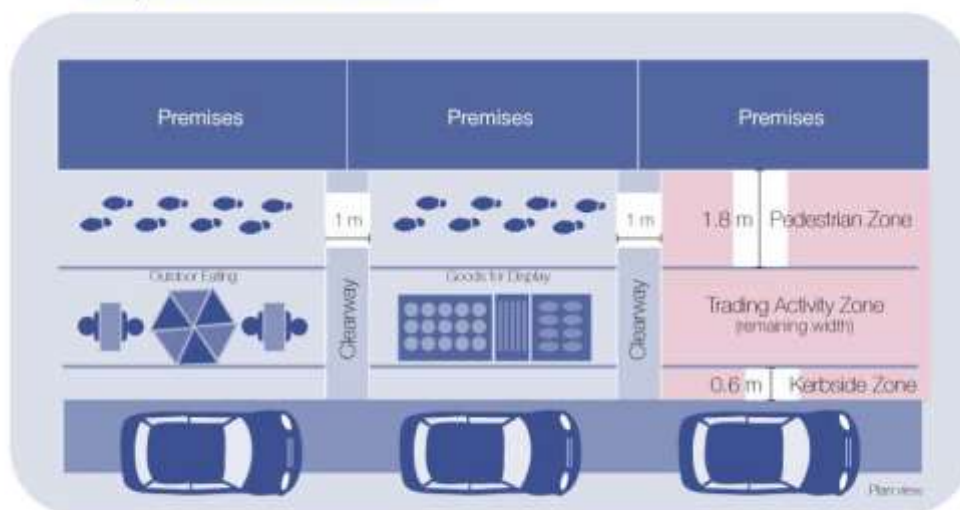
4. In order to give maximum head clearance, items may not be placed in or extend into the Pedestrian Zone, Kerbside Zone Clearway or any Exclusion Zone below a height of 2.4 metres above the path.



2. FOOTPATHS WITH A WIDTH OF LESS THAN 2.9 METRES

In order to facilitate a clear and consistently unobstructed footway for pedestrian access, footpaths of less than 2.9 metres cannot be used for street trading.

Footpaths wider than 3500mm



Privacy Statement: The Surf Coast Shire considers that the responsible handling of personal information is a key aspect of democratic governance, and is strongly committed to protecting an individual's right to privacy. Council will comply with the Information Privacy Principles as set out in the Privacy and Data Protection Act, 2014. The information will not be disclosed to any other party unless Council is required to do so by law.