

LOCAL GOVERNMENT ACT 1995

City of Melville

Activities in Thoroughfares, Public Places and Trading Local Law 2014

Section 1. Food Business Details

*Trading Name:			
Organisation Name:			ABN/ ACN:
If food business was previously registered, please provide name of existing business:			
*Address	of	Shop no.	Unit no.
Premises:		Street name	Suburb
Street no.			
Postcode			
Postal Address (if different from above):			
Phone:		*Email:	

Section 2. Applicant Details

*Proprietor's Full Name (person's name):	
Phone:	Mobile:
*Email:	

Section 3. Outdoor Eating Area

Proposed Date/s of Operation:
Proposed Hours of Operation:

Section 4. *Declaration (please tick below)

- *I have reviewed the information below and also attached the compulsory information required to process the application;
- *I acknowledge that by making this application the information contained is true and correct in every particular way.

*Required information

Additional Information

Please consider the following criteria as application processing times may vary if any of these factors applies;

- the proposed application in a commercial area and conducted in conjunction of a food premises;
- the proposed application is at least 1.5 metres clear of any footpath;
- the food business has a minimum of \$10 million public liability insurance for the conduct of the food business;
- the proposed application will **not** require changes or relocations of City-owned landscaping, street furniture, bus stops or signs;
- the business is **not** directly adjacent to a Primary Regional Road;

The Primary Regional Roads in City of Melville are –

- Canning Hwy
- Leach Hwy
- South Street
- Stock Road south of Leach Hwy
- Roe Hwy
- Kwinana Freeway

- The application is **not** located on an intersection, bend in the road or roundabout;
- The application is located on a road where on-street parking is permitted and the area is on the road-side of the footpath with a minimum clear zone of 600mm between the kerb face and the area enables passengers to alight from parked cars to accommodate street furniture and/or services.
- The application has **no** permanent changes to the verge (i.e. new hardstand)
- The application has **no** permanent elements (i.e. planter boxes, bollards) are proposed
- The application is consistent with the City's Verge Treatment Policy (CP-086) and Street Trees Policy (CP-029):
 - City's Verge Treatment Policy (CP-086); and
 - Street Trees Policy (CP-029)Both are available on the City of Melville Website: www.melvillecity.com.au/trees

Additional Requirements

PLEASE NOTE: the following 5 information items MUST be provided in writing with this application, or it will not be processed.

1. A plan and specification of the proposed eating area at a scale of 1:50 showing -
 - (i) the location and dimensions of the proposed eating area and the means by which the eating area is to be separated from the balance of the street or public place,
 - (ii) the position of all tables, chairs and other structures proposed to be provided in the eating area and which of such items, if any, are to be retained within the eating area at all times;

2. A plan and specification at a scale or 1:200 showing the eating area and all land and improvements thereon within 30 metres of the boundaries of the eating area including any public facility and parking restriction within the street or otherwise;

3. A colour photograph or photographs of the tables, chairs and other structures to be set up in the eating area;

4. Written particulars of arrangements made in respect of public liability insurance of not less than \$10,000,000;

5. Any other information that the Council directs in the circumstances of the case.

OFFICE USE

Health Application Number: _____

CS/CA Officer: _____

OUTDOOR EATING AREA FACILITY FEES (all fees applicable as indicated below):

Note: Fee Increases may apply 1 July each financial year and annual fee is calculated prorata

Application Fee: \$110 Application Fee

Annual Fee : \$240 Annual Fee

Dimensions of area used for trading: _____
(Refer to plans)