

APPLICATION FOR OUTDOOR DINING ON FOOTPATHS
(Section 125 of the *Roads Act, 1993*)

Receipt 1020204.2904.013
(GST Exempt)

1. APPLICANT DETAILS

Application Form to be completed only after reading and understanding Council's Outdoor Dining and Goods on Footpath Policy which is available at www.mosman.nsw.gov.au

Title:	Given Name(s)	Surname / Last Name
<input type="text" value="Mr/Mrs/Ms/Dr"/> <input <="" td="" type="text" value="Other:"/> <td><input type="text"/></td> <td><input type="text"/></td>	<input type="text"/>	<input type="text"/>

Company name:

ABN:

Contact Address (other than business address):

Unit	/	House	-	Number
<input type="text"/>	/	<input type="text"/>	-	<input type="text"/>

Street or PO Box:

Suburb: State: Postcode:

*Daytime Phone: *Fax: *Mobile:

*Email:

Method of Payment (please tick): Cash Cheque Credit Card
(Complete section below if credit cardholder is not the applicant)

The cardholder authorises payment for the amount specified. In the event of a refund the cardholder will be the recipient of the funds.

Cardholder's Name - Printed

Date

Cardholder's Signature

**Voluntary information only. (Assists with timely processing of your application. See Privacy and Personal Information Act Statement)*

2. OFFICE USE ONLY

Receipt No.: _____ Amount Paid: \$ _____

Date: _____ Details Checked By: _____

3. INSTRUCTIONS ON COMPLETING THIS FORM

This is an application for the property in the Mosman Local Government Area at:

Street address: _____

Trading as: _____

COMPLETE AS APPLICABLE A, B, C or D:

- A. NEW APPLICATION WHERE NO CURRENT CONSENT EXISTS – **GO TO SECTION 4**
- B. AMENDMENT TO CURRENT CONSENT TO INCREASE AREA OCCUPIED – **GO TO SECTION 4**
- C. RENEWAL OF EXPIRED CONSENT TO EXISTING OWNER – **GO TO SECTION 6**
- D. TRANSFER CURRENT CONSENT TO NEW OWNER – **GO TO SECTION 6**

4. APPLICATION DETAILS FOR NEW OR AMENDED CONSENTS

NEW ONLY* - Date footpath to be occupied from subject to Council approval: _____

**NOTE: If this is an amendment to an existing approval, the date the amended area will apply from will be the date of consent.*

Number of areas of footpath proposed to be occupied: _____

Measurement(s) in metres of each footpath area(s) to be occupied: _____

Total area of footpath proposed to be occupied: _____ m²

Description of tables and chairs/stools, removable planters, umbrellas etc proposed and layout diagram:

(attach separate pages if needed, add photos and scaled drawings to help in determining application)

SECTION 4 CONTINUED

NEW applicants must complete and lodge this application form, acknowledging the conditions of the application and provide the following information:

- Copy of development consent to operate as a food premises (or pub or small bar)
- Plan of the proposed occupation, drawn to scale no less than 1:100 showing the dimensions and area, position of furniture and any other equipment or items to be placed on the land, and in relation to the width of the footpath and any adjacent trees, posts, signage or street furniture. Plans must also show dimensions in relation to required pedestrian access ways as stated in the policy and regulatory instruments.
- Certificate of currency for public liability insurance policy of \$20M noting Council's interest
- Where the outdoor dining is conducted under or adjacent an awning, a structural engineer's certification attesting the structural integrity and safety of the awning
- Details of the type, design and construction of furniture and any other equipment or items proposed to be placed on the land including umbrellas, barriers and heaters
- Details of other items proposed to be installed on the land requiring Council's specific consent including weather screens, awnings and canopies
- Details of toilet facilities if provided by the parent company _____

PLEASE NOTE THAT IF YOU INTEND TO PLACE TABLES OUTSIDE NEIGHBOURING PROPERTIES THE OWNER/PROPRIETOR CONSENT OF THE PROPERTY IS REQUIRED

Written consent of the owner/proprietor of the neighbouring premises is required below:

I hereby indicate that I have no objections to the subject application:

Name	Signature	Date
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Address: _____

Contact phone number(s): _____

Where permanent structures are proposed in association with outdoor dining proposals, such as flooring, decking, railings and planter boxes, an application for works on a public road under Sections 138/139 of the *Roads Act 1993* must also be completed and lodged.

5. PRIVACY AND PERSONAL INFORMATION ACT

Your personal information is being collected to process this application. The supply of personal contact information by you [marked with an asterisk (*)] is voluntary. If you cannot provide or do not wish to provide this information, the Council may not be able to process your application. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. This application form and the information contained in it is accessible to the public upon enquiry, noting that information contained within a credit card authority form, where applicable, is not held by Council after the transaction is processed and the authority form is destroyed.

6. DECLARATION

The details provided by me are correct and I have read and understand all information provided in Council's Outdoor Dining and Goods on Footpath Policy and in this application.

(Applicant's Signature)

(Date)

7. FEES AND PAYMENT

APPLICATION FEES DUE ON LODGEMENT

A. RENEWAL APPLICATIONS AND TRANSFER OF OWNER APPLICATIONS ONLY: (new applicants see B. below)

\$270.00 Non-refundable application fee paid on lodgement applies to all applications.

B. NEW APPLICANTS ONLY:

1. WITH SUBMISSION OF APPLICATION:

\$270.00 Non-refundable application fee paid on lodgement applies to all new applications.

\$304.00 Administration fee for notification, advertising and document preparation costs.

2. UPON APPROVAL ONLY:

Payment of Refundable Security Deposit:

A refundable security deposit is to be lodged in the amount of 50% of the first year's rental payable to Council on the granting of a footpath occupation approval.

Installation of boundary markers:

\$220.00 Invoiced on approval of application.

FOOTPATH OCCUPATION FEES APPLICABLE ONCE CONSENT ISSUED (No payment required now):

Fees will be calculated for the occupied space and invoices issued monthly in advance. From 1 July 2020 ALL new and existing applicants are required to set-up a Direct Debit for payment of monthly fees. Forms for this will be included with your consent documentation once the application has been approved and processed.

Footpath Occupation Fees (GST Exempt)

Areas are defined in the Outdoor Dining and Goods on Footpath Policy which is available at www.mosman.nsw.gov.au

\$662.00 per m² per annum for Spit Junction.

\$695.00 per m² per annum for Mosman Junction.

\$778.00 per m² per annum for Balmoral (except 11-21 The Esplanade)

\$916.00 per m² per annum for Three Cafes at 11-21 The Esplanade

\$314.00 per m² per annum all other areas

8. LODGEMENT INFORMATION

Method of Lodgement

It is recommended that applications be submitted in person at Civic Centre, Mosman Square, Spit Junction, to avoid time lost in the event of incomplete applications and the need to return them by post.

For privacy and security reasons payment is prohibited by credit card via email transmission.

Applications lodged by post should be accompanied by cheque or credit card details and be addressed to The General Manager at:

PO Box 211 SPIT JUNCTION NSW 2088

Fax: 02 9978 4299 – supply credit card details on following form

Further Information

If you require further information on completing this form, Council may be contacted on 9978 4000 between 8.30am and 5.00pm Monday to Friday.

