



FOOTWAY RESTAURANT APPLICATION FORM

OFFICE USE ONLY

Date:

Receipt No:

Receipt Type: 179

PART 1 – APPLICATION DETAILS

PROPERTY DETAILS

Unit No	House No	Street
Suburb		Site Area m ²
Lot(s)	Section	Deposited Plan (DP)
Other		Strata Plan (SP)

APPLICANT DETAILS

Name	Company
Postal Address	PO Box Telephone
Suburb	State Postcode Mobile
Email	Customer Reference

DESCRIPTION OF PROPOSAL

Number of Tables	Number of Chairs	Number of Umbrellas
Other Furniture (Type and Number)		
Other Information		

CONSENT OF OWNER(S) OF LAND RELATING TO EXISTING FOOD BUSINESS

I/we.....of.....
(address),

being the owner(s) of the property to which this application relates, hereby consent to the making of this application for outdoor street dining in conjunction with the food business operated on the adjacent premises.

Owner Signature(s)

Telephone Email

PART 2 – REQUIREMENTS

ATTACHED DOCUMENT CHECKLIST

	Yes	No
I have obtained the consent of the landowner?		
I can confirm that the food business complies with the requirements in the kit and DCP 2010?		
I have read and understood the T&C relating to outdoor street dining in Part D Chapter 9 of Council's DCP?		
Described the site in detail and completed your site layout plan showing all tables, chairs, etc?		
Provided a copy of Public Liability Insurance, proving that:		
It is valid for \$10 million cover?		
It covers the intended period of outdoor street dining use?		
It notes Council as the interested party?		

It notes the locations of risk?		
Confirmed your payment type, paid the appropriate fees and received a receipt from the Cashier?		

PART 3 – SIGNATURE & CONFIRMATION

By signing this application, I acknowledge that I have read, understood and complied with all requirements identified in the attached application and the terms and conditions in the Cessnock DCP 2010 relating to outdoor street dining. I am aware of the costs associated with the operation of outdoor street dining on the public footpath area outside my business and I agree to pay the required fees associated with this outdoor street dining application and have attached or provided the required information.

Applicant		Signature		Date	
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PART 4 – PLANS & CHECKLIST

DIAGRAM OF PROPOSED OUTDOOR STREET DINING AREA (please attach additional pages if required)

PLAN & SITE CHECKLIST

Please submit this completed checklist with your application.	Yes	N/A
Shown the direction of north on the plan or sketch?		
Provided the street name in which the outdoor street dining area is located?		
Provided the name of the food business (adjacent to the proposed outdoor street dining area) on the plan?		
Checked that the footpath area is sealed or paved for its full width?		
Checked the proposed outdoor street dining area is only located at the frontage of the premises related to?		
Shown the location of all tables, chairs, umbrellas and furniture associated on the plan?		
Checked that the location of furniture in your outdoor street dining area permits access to public utilities such as; fire hydrants, access holes, inspection chambers, telephone and electricity cable pits, water service pipes etc?		
Checked that you have a clear footpath width of 1.5m for pedestrians, that the pavement surface or other conditions allow access for disabled persons, noted the location of any nearby pedestrian crossings or traffic signals and lines of high volume pedestrian traffic?		
Checked that you have a minimum distance of 1m between the boundary of the seating area and the kerb of the road or any other area where vehicles may park and require door swing space?		
Checked that your outdoor street dining area preserves the overall seating capacity of the food business, such that additional toilet facilities or other essential services are not required?		

PART 4 – LODGEMENT INFORMATION

HOW TO LODGE YOUR APPLICATION

Address the application to

General Manager
Cessnock City Council
PO Box 152
CESSNOCK NSW 2325

OR

General Manager
Cessnock City Council
DX 21502
CESSNOCK

Payment Method

By mail - Cheque, Money Order or Credit Card (*complete the section below*)

Lodge in person (between 9am – 4.30pm) at Council's Administration Building

Cessnock City Council
62-78 Vincent Street
CESSNOCK NSW

You will need to spend some time with a Customer Service Officer when lodging your application. Typically you will require 30 minutes, however this may vary depending on the complexity of your application

Payment Method

In person - Cash, Cheque, Money Order, Bankcard, Mastercard, Visa, and/or EFTPOS.

How to Contact Us

Phone: (02) 4993 4100
Fax: (02) 4993 2500
Email: council@cessnock.nsw.gov.au
www.cessnock.nsw.gov.au

Office Hours

9am to 5pm Monday to Friday
**Payments are accepted between 9:00am - 4.30pm*

Duty Officers are available weekdays:

Planning - 9am to 5pm
Building - 9 to 10am & 1 to 5pm

Fees

Fees are calculated in accordance with Council's adopted fees and charges.

If you require further information regarding this request, please contact Council's Customer Service Centre on (02) 4993 4100.

Cessnock City Council takes the privacy and security of personal information very seriously. To eliminate the risk associated with Credit Cards, Council does not collect or store Credit Card information.

Credit Card payments are processed by Council's Call Centre using a call in or call back facility. Customers are able to select their preferred option.

If you wish to make payment via Credit Card, please nominate your preferred telephone contact number for our Customer Service Team to contact you on.

Payment Contact Name:

Payment Contact Phone Number: