Display Goods or Advertising Signs on a Footpath

General Local Law 2017 and Footpath Trading Code

Applicant details:

Business trading name:	
Person responsible:	
Postal address:	
	Postcode:
Phone number:	
Email address:	

Goods or signage details:

Address where items will be displayed:	
	Postcode:

Type of Goods or Advertising Board you want to put on the footpath:

Advertising

$85.00 per sign/flag

A-Frame Signage – number of signs:

Teardrop signs and flags – total number:

Display of Goods

$250.00 - Up to 5 Square meters

$500.00 - 6-10 Square meters

$1,000.00 -11-20 Square meters

Price on application – over 20 Square meters

Description of goods:

Square meters:

Insurance details: *(please attach a copy of insurance)*

Insurer name:
Policy number:

Collection Notice

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Policy Expiry Date: _____/_____/_____
Sum Insured: (minimum of $20 million public liability insurance)

Rules

1 General

1. **The permit is not valid without the window sticker being on prominent display for the current year.**

2. Prior to renewal and upon any change to your insurance policy, a current copy of your public liability insurance policy to the value of 20 million dollars for the duration of the permit must be submitted to Council.

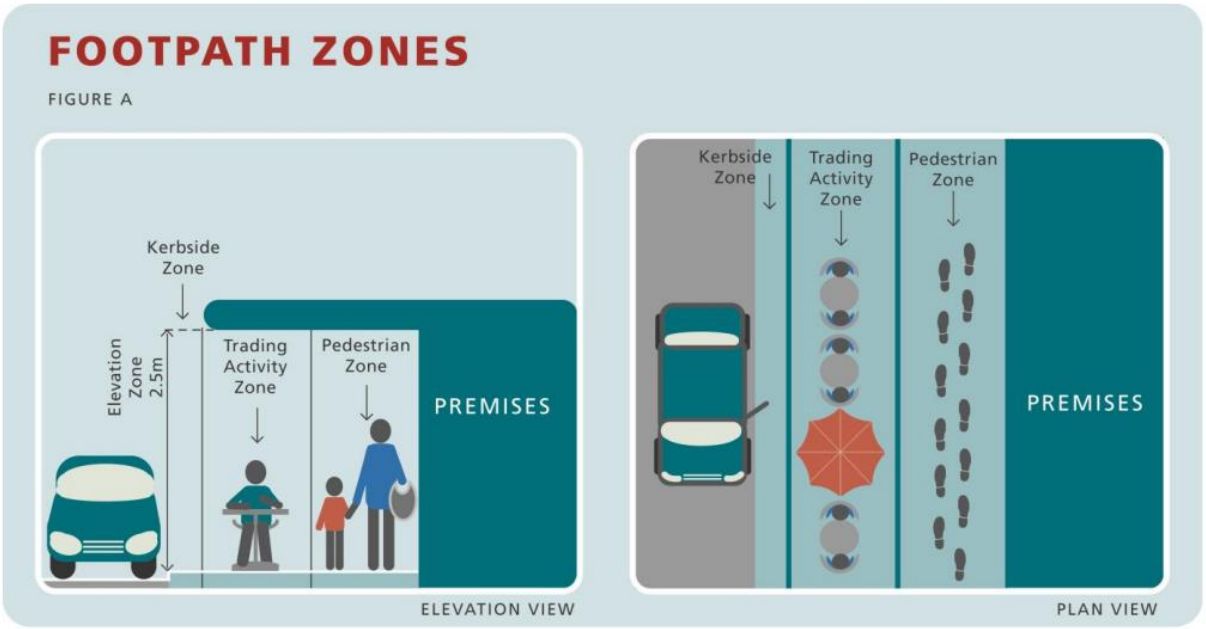
3. The Annual fee must be paid prior to placing items on the footpath.

4. The permit must be renewed prior to July 31st each year.

5. The **Pedestrian Zone** is the area adjacent to the building for the passing of pedestrian traffic. It is an unobstructed zone of footpath 1.8 metres (minimum) out from the building line, running parallel to the property line.

6. The **Trading Activity Zone** is the area between the Pedestrian Zone and the Kerbside Zone, where permitted tables, chairs, a-frame advertising sign, goods/food displays and screens/planter boxes are positioned.

7. The **Kerbside Zone** is an area of 0.75 metres (minimum) clearance from the kerb.



8. Measurements of the Pedestrian Zone and the Kerbside Zone are not negotiable.

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9. The onus is always on the permit holder to limit items to the Trading Activities Zone regardless of customer, or other, activities.

10. Placing items in the Pedestrian Zone or the Kerbside Zone can result in the issuing of Infringements and/or impounding of the items without any warning under East Gippsland Shire Council General Local Law 2017 and may lead to the permit being cancelled or prosecution action before the Magistrates Court.

11. All items must be removed at the cease of trading each day.

12. Council reserves the right to refuse and cancel any application.

13. Any tables, chairs, a-frame advertising sign and saleable goods, which in the opinion of Council's Authorised Officer, detract from the aesthetic appearance of the building or streetscape, will not be permitted.

    a. Operators must take all necessary steps to ensure no noise or other disturbance emanates from their kerbside activity, which causes a nuisance to others or causes detriment to the amenity of the neighbourhood.

    b. No sound amplification equipment, juke boxes or loudspeakers shall be placed or used in the kerbside seating area for the purpose of announcement, broadcast, playing music or similar purposes.

14. Entertainment acts, performers etc are not permitted without the written permission of an Authorised Officer of Council.

15. The placement of items on the footpath must allow for free access to public transport stops, Disabled Bays, water hydrants, pedestrian crossings, bins, seats, post boxes and all other facilities provided within the footpath reserve.

16. Advertising signs, goods, chairs and tables should have a contrasting colour to their background to assist the vision impaired. Applicants need to consider heritage overlays, existing streetscapes and any design or colour themes agreed amongst trader associations when selecting furniture.

17. Further information on Council's Footpath Trading Policy can be found on Council's website: **www.eastgippsland.vic.gov.au**.

2 A Frames

1. Any temporary sign must not exceed 0.6 metre in width or 1.0 metre high and may only be displayed outside the premises to which they relate, and only at times during when the premises are open to the public.

3 Displays (Goods / Food)

1. Goods for display, other than food, shall not exceed a height of 1.2 metres or 0.75 metre in width. Goods may only be placed outside premises to which they relate and must be confined within the property boundary and must not be affixed to any footpath, building, street furniture, pole or other structure. Sandbags or similar devices should be used to prevent disturbance by wind.

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2. Food display units must be of solid construction and capable of bearing the weight of the proposed display; secured in place so that it cannot move due to wind; have a total maximum height of 2.1 metres, width 2.0 metres and depth of 1.0 metre; and the underside of any roof or canopy on the unit must be a minimum of 1.9 metres from the footpath level and be able to be removed from the footpath (including ornaments and any other item attached to the unit) within ten minutes of a request by an Authorised Officer.

3. No goods may be stored on the footpath under or beside the food display unit.

4. The display of fresh fruit and vegetables tinned, and dry packaged foods are permitted subject to such displays being in units specifically designed for that purpose.

5. The feet or wheels of all items placed on the footpath must be covered and maintained with a suitable rubber stopper/tyre or other device to protect the footpath to the satisfaction of the authorised officer.

4 Tables / Chairs / Umbrella's

1. **No chairs are to back on to the Kerbside Zone unless a screen or planter box separates them.**

2. **No chairs are to back on to the Pedestrian Zone unless the footpath is sufficiently wide enough for them to not become an obstruction.**

3. Umbrellas may be provided for tables on the condition that there is a minimum of 2.1 metres height clearance from the underside of the umbrella to the footpath and they are securely weighted or fastened. The umbrella must not extend into the Pedestrian Zone.

4. Where service of food to tables on footpath is permitted, operators must clear away litter, food scraps and other rubbish left on the site and deposit it within the operator's own bins that are kept inside the premises. The operator must not sweep or deposit any dirt, litter or other rubbish left on site into the gutter. Waste is governed by the Environmental Protection Act 2017.

5. No food or drink is to be prepared, cooked, or heated at the kerbside seating. The preparation, handling and serving of food and drinks to patrons at tables and chairs is to be in accordance with Food Act 1984, Codes of Practice and any requirement as specified by Councils Environmental Health Department.

6. Smoking is not permitted under the Tobacco Act 1987.

7. The permit holder is responsible for the conduct of patrons at tables and chairs and ensuring patrons do not rearrange tables and chairs to obstruct the footpath.

5 Screen / Planter Boxes / Display Units

1. The maximum height for screen or planter boxes (including plant height) is 1.0 metre and each planter box or screen must not exceed a length of 1.8 metres.

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2. Screens, planter boxes and display units must have a space of 0.75 metre between each. Where adjoining businesses have the same, there must be a minimum of 0.75 metre space between units at the property boundary, thus providing a total of 1.5 metres pedestrian access.

3. Depending on its merits, the maximum number of planter boxes allowed will be four, and the permit holder is responsible for the care, maintenance and replacement of planter tubs/boxes and any plants.

Office Use Only:	
CS Stamp:	IM Stamp:

Contact Council

Phone: 03 5153 9500

Email: feedback@egipps.vic.gov.au

Website: eastgippsland.vic.gov.au

Mail: PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale**: 273 Main Street
- **Lakes Entrance**: 18 Mechanics Street
- **Mallacoota**: 70 Maurice Avenue
- **Omeo**: 179 Day Avenue
- **Orbost**: 1 Ruskin Street
- **Paynesville**: 55 Esplanade

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