



CITY OF
MONASH

SIGNS, GOODS, TABLES & CHAIRS ON FOOTWAY

CONDITIONS A

STANDARD SIGNS AND GOODS PERMITS

GENERAL CONDITIONS

1. A maximum of one sign and one goods permit per premises is available. Where there is more than one tenant or occupier per premises, the sign or goods display must be shared.
2. Signs and equipment or furniture to display goods shall be stable to withstand being tipped or blown over. Signs and display equipment or furniture within 3 m of moving traffic must be secured to a ground anchor point or sufficiently weighted to withstand being tipped or blown over. They must be well finished, without hazardous parts or sharp edges etc. and tidily finished, clearly visible and well maintained.
3. Signs and goods may only be displayed during normal trading hours of the business and if these extend beyond sunset then must be made clearly visible by means of, non-distracting, overhead lighting.
4. A permit sticker will be provided and must be displayed in the shop window.
5. Food, for human consumption, being displayed for sale, must be placed a minimum of 900 mm above the footpath.
6. Any litter generated by the display, or sale, of goods shall be cleaned up promptly by the permit holder to maintain the appearance, condition and safety of the pavements in the vicinity of the display.
7. Signs may have not more than two faces and be up to 60 cm by 60 cm at the base. "A" frame or "T" frame types may be up to 90 cm high. Single pole vertical flag types may be up to 2.1 m high provided the flag and its support bracket does not extend beyond the base and brackets or stiffeners are not located at a dangerous level.
8. The available clear walkway space past the shop or business premises, when the signs and / or display equipment or furniture are in place, is to be generally not less than 2 m wide if the pavement extends to the kerbline but may be reduced to 1.5 m wide over lengths of not more than 1.5 m where the pavement abuts a nature strip.
9. Signs must be located against the shop front, or in line with other street furniture at least 0.5 m from kerb.
10. Displays of goods must not be more than 60 cm deep, not exceed 1.8 m² in area, not exceed 1.5 metre in height and not be closer than 2 m to any adjacent premises goods display without the agreement of the proprietor of that premises.
11. Goods are to be on, or confined by, tables, stands, racks or containers. Such display equipment is to be kept in good condition and appearance, be stable and satisfy the size and location restrictions set.

The City of Monash abides by the principles of the Privacy Act 2000. The personal information required to be provided in this application form is required for the purposes of administering the Application To Place Chairs, Signs and/or Goods On Footway. This information will not be released to any other person or organisation. You have the right to access your personal information. If you wish to do so, please contact Council.
LL022

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SPECIAL PERMITS

Special Conditions **may** be applied to placement of the goods in areas where:-

- footways are more than 4 metres wide **or**
- a vehicle free space (mall) has been developed **or**
- a particular business has a proposal for a specific, regular display or sign which caters for the particular needs of that business or location.

Council will make a decision in regards to your application based on the five following issues:

1. The extent of encroachment onto the road reserve or Council land and any appropriate limits.
2. The safety, width and alignment of unencumbered walkway remaining and access to the shop front for sight impaired.
3. The safety, appearance and maintenance of the goods, signs or equipment.
4. Placement such that the access and sight lines of pedestrians or drivers are not impeded and that adequate access from parked cars to footpath is available.
5. The appearance and amenity of the individual business area.

Each application will be considered on its individual merits, taking into account any urban design initiatives in the area. Variations could be considered to the number, type, area occupied and location of signs, goods or eating areas.

CONDITIONS B

Siting (External tables & chairs)

***NB:** Portable Gas Heaters are not permitted to be placed on a footway or public place. For further information regarding permanently fixing a reticulated gas supply to a verandah contact Council's Building Department on 9518 3476.*

1. A clear footway past the premises, with a minimum width of 2.0 m, shall be maintained at all times except Eaton Mall which shall maintain a minimum width of 2.5 m.
2. No permit will be issued for premises with a footpath width of less than 3.1 m unless buildings are setback from the frontage.
3. Outdoor eating areas shall be located to ensure a minimum clearance of 0.5 m from the line of the face of the kerb (0.4 m from the line of the back of roll over kerbs) and 0.3 m from any street fixture or fitting.
4. Where there is no kerb, such as in a mall, the outdoor eating area permitted shall be determined by Council for specific applications following consideration of the requirements for pedestrians, other traders and any other requirements for the area.
5. Minimum width of an outdoor eating area shall be
 - 1 – 2 seats per table - 800 mm plus access
 - 3 seats per table - 1200 mm plus access
 - 4 seats per table - 1800 mm plus access
6. Outdoor eating areas shall not extend longitudinally beyond the frontage to the subject café, restaurant or take-away food premises.
7. One metre wide accesses from road to footpath shall be provided through eating areas at approximately 2 m intervals.
8. The onus will be on the proprietor to ensure all furniture will be kept within the bounds of the outdoor eating area at all times of operation.

9. A permit can be cancelled at any time at Council's discretion.
10. Outdoor eating areas will be permitted within 9 m of an intersection or crossing where it can be demonstrated that such will not interfere with sight distances and safety of pedestrians or vehicular traffic.
11. For the purpose of this guide, intersections will be the intersection of the kerb lines
12. The line of the face of the kerb will be the general kerb line, ignoring any traffic or parking management extensions.
13. Demountable screens can be incorporated in the outdoor eating area to help improve the delineation of the area and the comfort of patrons.
14. Demountable screens must be stable and not more than 1 metre high.

Health and Safety

NB: Portable Gas Heaters are not permitted to be placed on a footway or public place.

1. The preparation, handling and serving of food and refreshments for patrons of the outdoor eating areas shall at all times be in accordance with the provisions of the Food Act 1984 and the Food Premises Code 1994.
2. All outdoor furniture, including umbrellas and ashtrays shall be securely and safely positioned by an approved means so that they cannot be dislodged by gusty winds.
3. All umbrellas used at approved tables in an outdoor eating area shall, for safety reasons, have a minimum clearance above the footway of 2 m from the lowest point of the extended arms (spokes) of the umbrella.
4. The proprietor shall provide a selection of outdoor furniture that is functional, safe and adds to the general amenity of the area and streetscape, all to the satisfaction of Council.

Operation

5. The owner/operator must ensure that the furniture is kept in a state of good repair and good appearance. Council can request the owner to replace or remove any furniture that it considers to be unsightly or in a state of disrepair.
6. All tables, chairs and other fixtures shall not be on the footpath when the business is closed.
7. A litter bin, windproof ashtrays or a cigarette butt out bin shall be provided within the confines of the outdoor eating area.

Other Requirements

1. No advertisements shall be displayed upon outdoor furniture without Council consent.
2. A permit, as required pursuant to the relevant Local Law, is deemed to have been issued by the issue and currency of the annual permit.
3. Any furniture or associated equipment, whether moveable or fixed, must be removed and the area made good on the expiration of the permit.
4. The permit holder must maintain public liability insurance cover of at least \$10 million for the duration of the permit period of a type acceptable to Council.

Making an application

1. Submit a completed application form together with appropriate permit application fee.
2. Complete a detailed layout plan (sketch plan) drawn to a scale of 1 : 100. This will show:
 - the area to be occupied by tables and chairs and any other fixtures or fittings;
 - the building line and/or shopfront including doors, windows, etc;
 - the kerb, existing street fixtures or fittings; pedestrian thoroughfare;
 - a cross-section of the footpath.
3. Provide details of any frames, display equipment or furniture to be used including the colour, material and method of securing.
4. Submit any other information that may assist the processing of the application.
The Permit will enable the holder to occupy the footway, for the purposes listed on it in accordance with the conditions up to 31 March 2012, unless the permit has been amended or revoked prior to that date.

The Permit Fee shall be made up of :

- An application fee ; **plus**
- A fee for each outdoor seat exceeding 10, or the number incorporated in a planning permit, which ever is greater

CONDITIONS C

TOILET FACILITIES

If the total number of seats exceeds 20 (both inside and outside) toilet facilities must be provided in accordance with the Building Code of Australia 1996. For example, where a building accommodates 21 to 50 seats, the following facilities must be provided:

<i>Males</i>	one toilet	one urinal	one washbasin
<i>Female</i>	one toilet		one washbasin