

Alfresco Dining and Public Trading Information Sheet

General

Businesses seeking to operate an Alfresco Dining area or trade on public land are required to obtain a permit under the [Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010](#). This information sheet is designed to provide guidance on what information is required to be submitted in support of applications for Alfresco Dining, or other forms of Public Trading. This information sheet should be read in conjunction with the Town's [Alfresco Dining and Public Trading Council Policy](#).

General Information

The following is required for applications for Alfresco Dining and Public Trading:

- A valid permit (issued in accordance with the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2010) must be held, which is to be displayed on the stall, on the dash of the vehicle or a prominent visible location whilst trading.
- For food proprietors and stallholders, a current *Food Act 2008* Certificate of Registration from a Western Australian local government must be held. Food proprietors and stallholders are to comply with the requirements of the *Food Act 2008* at all times.
- Permit holders are responsible for the maintenance of public land on and immediately surrounding where the activity is trading or operating and shall make good any damage to the satisfaction of the Town. This includes ensuring the area on and immediately surrounding where trading is occurring remain clean, tidy and free from litter at all times.
- With the exception of alfresco dining, all traders and markets operating in a public place are required to comply with Council Policy 2.15 – Single Use Plastics and Balloons.
- With the exception of alfresco dining and street trading, payment of fees in accordance with Council's adopted Schedule of Fees and Charges.
- The permit holder or proprietor shall have current public liability insurance of not less than \$10,000,000, and provide an indemnity from the permit holder or proprietor indemnifying the Town in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place.
- Where alcohol consumption is proposed, valid approvals must be obtained from the Department of Racing, Gaming and Liquor.

Alfresco Dining, Trading and Portable Signage Information Requirements

In addition to the above, the following specific information should be provided with the application for each type of trading:

- A scaled site plan detailing:
 - The location and dimensions of the alfresco dining/ trading area including evidence of the 1.8m pedestrian clearway zone, setback at least 1m from any kerb line; and
 - The location and dimensions of any portable signs. No more than 2 portable signs are permitted, with a maximum height of 0.9m and maximum width of 0.6m; and
 - The position of furniture, lighting (if required) and other structures to be provided within the alfresco dining area.
 - Photographs of furniture and other structures to be provided within the alfresco dining area.

Parked Mobile Food Vendors Information Requirements

- A scaled site plan showing the location of the parked mobile food vendor, including the location of any temporary furniture and other fixtures. Unless otherwise approved by the Town, or unless trading as part of a Town approved event, parked mobile food vendors are only permitted to trade within the car parking areas at Sandy Beach Reserve (also required DBCA approval), Pickering Park, Success Hill Reserve and Point Reserve.
- Details of proposed power and water supply and off-site waste management.
- Photographs of temporary furniture and other fixtures to be provided within the parked mobile food vendor area.

Roaming Mobile Food Vendors Information Requirements

Although there is no additional information required for roaming mobile food vendors, the permit holder should note that roaming mobile food vendors are permitted to move around the entire Town of Bassendean district and trade intermittently from the road reserve, but are not permitted to trade from locations that abut or are within 50m of land zoned for commercial purposes.

Parklets Information Requirements

- A scaled site plan showing detailing:
 - The location of the car parking bay to be used as a parklet. Parklets must be located in existing on-street car parking bays on a local road with a speed limit no greater than 50km/hour and must comprise of at least one car parking space (or a minimum of 6.0m) from a corner and at least 0.3m from the edge of a traffic lane; and
 - The floor of the parklet, which is to be flush with the abutting kerb and accessible from the footpath via an unobstructed section with a minimum width of 1.8m; and

- Any use and location of planter boxes, railing or cabling.
- If a structure is required, the applicant must also submit a parklet design structural certification from a suitably qualified engineer. Structures must be freestanding, have an overhead clear height of a minimum of 2.0m and not require fixtures to adjacent structures of buildings.
- Details of the parklet, including a schedule of materials and colours, structures, landscaping treatments and any signage.
- Photographs of the car parking bay proposed to be used as a parklet.

Administration

- Your application will be considered as soon as possible.
- The Town may determine that additional information is required before determining an application, and will contact you if required.
- As part of the assessment of the application, an on-site inspection of the premises may need to be carried out.
- Depending on the scale of the application, the Town may publicly advertise the proposal.
- Once the assessment is completed, the Town will notify you of the outcome and if successful, provide you with the permit.
- The Town may approve a permit unconditionally, or if required, include certain conditions on the permit.
- Permits are valid for 12 months from the date of issue, unless otherwise stated in the permit or cancelled by the Town.
- Applications to renew a permit can be considered prior to the expiry of the permit.

Further Information

For further information, please contact the Town's Planning Services on (08) 9377 8000.