

Application for Approval of a General Activity – Stationary Roadside Vending

Cairns Regional Council Local Law No. 1 (Administration) 2016

Cairns Regional Council Local Law No. 11 (Local Government Controlled Areas and Roads) 2016

Cairns Regional Council Subordinate Local Law No. 11 (Local Government Controlled Areas and Roads) 2016

Please Note: If your proposed location is located on a state controlled road, approval will be required from the Department of Transport and Main Roads (DTMR). It is recommended you contact DTMR directly for their approval as you will not need to proceed with this application.

2020/2021

All required sections must be fully completed and required documentation submitted with this application together with payment of the required fee. An incomplete application will not be accepted and will delay assessment. **PLEASE NOTE:** It can take a minimum of 30 days to assess a completed application.

Business details

Trading name	<input type="text"/>
Business name	<input type="text"/>
ABN	<input type="text"/>
Business address	<input type="text"/>
Applicant's name	<input type="text"/>
Postal address	<input type="text"/> <input type="text"/>
Manager's name	<input type="text"/>
Manager's contact phone number	<input type="text"/>
Business phone number	<input type="text"/>
Business e-mail address	<input type="text"/>

Proposed Location of Roadside Vending

PLEASE NOTE: All new applications (not renewal) must be sited at least 1km (roadside) from existing retail businesses of a similar nature

Site Location	<input type="text"/>
Locality/Suburb	<input type="text"/>
Entry & Exit Point/s	<input type="text"/>

Type of Approval	(Please tick)
New Application	<input type="checkbox"/>
Renewal Application	<input type="checkbox"/>
Amendment To Permit	<input type="checkbox"/>

Description of activity

Provide a brief description of the proposed roadside vending activity detailing the goods to be displayed for sale, the days and hours of operation.

Vehicles/Equipment used for activity

Provide a brief description of the vehicles and equipment associated with the operation of the proposed roadside vending activity. *i.e. vehicle type and registration number, trestle benches, etc.*

Advertising Device associated with the activity

Only 1 A-frame sign, 900mm high x 600mm wide, will be permitted if your roadside vending application is approved. Please provide a description of the advertising device, including size and content together with photographs.

Details of toilet arrangements

Provide a brief description of the details of toilet arrangements for the operator/s of the proposed site

Supporting documents, information and materials required to complete this application. Please complete this checklist in full

(Please tick or indicate N/A where the question is not applicable)

Please attach a **site plan** of the proposed location and layout of the activity including details of, building and other structures (see attached detailed information).

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Please attach a copy of your **Public Liability Insurance** to the value of \$20,000,000.00 noting Cairns Regional Council as an interested party.

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Is the site to be used for the preparation/sale of food?

(Please tick)

Yes – A copy of a current food licence issued by the relevant authority under the *Food Act 2006* must be attached.

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No

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Application Fees		\$
Initial Application Fee		\$ 650.00
Amendment to Permit	Minor (basic administrative step)	Nil
	Major (requiring authorised officer inspection and/or assessment)	50% of Application Fee

Should your application be approved the following fees will apply annually:

- Cairns CBD **\$768.90** per square metre
- The Esplanade **\$825.30** per square metre
- The Esplanade – Beach Area Only **\$33.80** per square metre
- Other Foreshores & Parks **\$22.50** per square metre
- Other Road **\$ 125.60** per square metre

Term of approval: The term of approval is the period stated on the approval.

Term of renewal of approval: The term of any renewal of an approval is the same term as the original approval subject to compliance with all conditions stated on the approval.

Declaration:	
<p><i>If the application is made by a corporation or incorporated association, the person signing the form must occupy a position that is legally entitled to make an application on behalf of the corporation or incorporated association.</i></p> <p>To the Chief Executive Officer, Cairns Regional Council</p> <p>I make application under <i>Cairns Regional Council Local Law No. 1 (Administration) 2019</i> and <i>Cairns Regional Council Local Law No. 11 (Local Government Controlled Areas and Roads) 2016</i> for approval to display the proposed advertising device.</p> <p>I declare that the information provided by me in this application is true and correct. I am aware that it is an offence to knowingly provide false or misleading information.</p>	
Print Name:	
Signature:	Dated:

Cairns Regional Council – Information Privacy Statement
Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

OFFICE USE			
Does the application fit the criterion for granting of approval?		YES	NO
<p>4. Additional criteria for the granting of approval. <i>The following criteria are criteria that must be considered for the granting of approval –</i></p> <p>(a) <i>whether in the opinion of an authorised person the proposed activity would –</i></p> <p style="margin-left: 20px;">(i) <i>adversely effect the amenity of the area or road and/or the environment; or</i></p> <p style="margin-left: 20px;">(ii) <i>adversely effect existing services located in, on or over an area or road.</i></p>			
PAYMENT DETAILS:	Receipt Type 164 Receipt Type 546 (Bond)	Payment Amount \$	Receipt No:

GUIDE TO SITE PLAN

A site plan to a scale of approximately 1:100 should be attached which shows:

- the boundaries of the site, the outline of buildings;
- the area (including dimensions) intended to be used for displaying goods and the location of all proposed displays; and
- any trees, fire hydrants, transformers, telephone booths, mail boxes, bus seats and shelters, traffic signal boxes, fixed rubbish bins, pillars and posts (supporting signs or other objects) and other obstructions.