



# CAMDEN COUNCIL

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## APPLICATION FOR OUTDOOR DINING APPROVAL

<b>This form:</b>	<p>Use this form to apply to use Footway for the following activity and associated structures:</p> <ul style="list-style-type: none"> <li><b>Outdoor dining/footpath restaurant:</b> the service of food and/or drinks to seated patrons in relation to a restaurant or café; where approval is required under the <i>Roads Act 1993</i>.</li> </ul> <p>Food and drink need to be prepared in appropriately approved premises immediately adjacent to the footway to which this application relates. The associated premises must have an existing valid Development Consent or Complying Development Certificate (CDC) to operate as food premises, or confirmed as exempt development, and/or a licence under the <i>Liquor Act 2007</i> (if applicable) prior to an approval for use of public footway being granted.</p> <p>This form is an application only, not an approval.</p> <p>Application fees are payable on submission of this application.</p> <p>Rental fees are applicable and public liability insurance is required.</p>
<b>Lodgement:</b>	Send the application to us by facsimile, mail, courier, email or deliver it in person.
<b>Need help?</b>	Phone Council's Governance Team on 02 4654 7777

### PART 1: APPLICANT AND SITE DETAILS

<b>Your name, address Etc.</b>	<p>Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other .....</p> <p>Family Name (or Company) .....</p> <p>Given Names (or ACN) .....</p> <p>Trading as .....</p> <p>Postal Address .....</p> <p>..... Post Code .....</p> <p><i>We will reply to this address.</i></p> <p>Phone (...) ..... Alternative Phone (...) .....</p> <p>Fax (...) ..... Email .....</p>
<b>Location and description of the property</b>	<p>Unit No ..... House No ..... Street .....</p> <p>Suburb .....</p> <p>Lot ..... DP .....</p>

**PART 2: DETAILS OF FOOTPATH AND PROPOSED SEATING**

Please indicate the type of application below:

New Application

Renewal

Change of Ownership

<p><b>Describe the proposed outdoor dining</b></p>	<p>Length of outdoor dining area .....</p> <p>Width of outdoor dining area .....</p> <p>Proposed number of patrons in outdoor dining area .....</p> <p>Area m2 .....</p> <p>Furniture Proposed .....</p> <p><b>Associated Structures Proposed:</b></p> <p>Barriers <input type="checkbox"/> Planter Boxes <input type="checkbox"/> Heaters <input type="checkbox"/> Umbrellas <input type="checkbox"/></p> <p>No..... No..... No..... No.....</p> <p>Please provide details of other structures if applicable.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p><b>Do you intend on using the footpath space of adjoining premises? If so, please provide written consent from the owner and tenant of the adjoining premises as part of this application.</b></p> <p><b>Do you intend to serve alcohol within the outdoor dining area, if approved? Yes/No</b></p> <p><b>Details of current Development Application/Consent to operate a food/licensed premises at this address</b></p> <p><b>Development Approval Number:</b> .....</p> <p><b>Complying Development Certificate Number:</b> .....</p> <p><b>Date Determined (if available)</b> .....</p>
<p><b>Attachments to be included when submitting an application</b></p>	<ol style="list-style-type: none"> <li>1. Colour photographs of the site, its context and proposed area, including any trees, rubbish bins, pedestrian crossings, bus stops etc.</li> <li>2. A plan showing:             <ul style="list-style-type: none"> <li>• the location of the proposed outdoor seating area and the adjoining premises;</li> <li>• location of all doorways and service openings; and</li> <li>• the identification of pedestrian access ways.</li> </ul> </li> <li>3. Copy of the Public Liability Insurance Policy to the amount of \$20million and noting Camden Council as an interested party.</li> </ol>

<b>Your declaration</b>	<p>I apply for consent to operate outdoor dining in a portion of the public domain. I declare that all the information given is true and correct. I also understand that if incomplete, the application may be delayed or rejected.</p> <p>Signature..... Date .....</p>
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**Privacy Provisions**

The information you provided for your application will be recorded by Camden Council, 70 Central Avenue Oran Park, NSW 2570, and used for the purposes of assessing your proposal. The information is intended for use by the Council as the consent authority and any other relevant government agency who may be required to assess the proposal. Details of the application and any subsequent decision will also be kept in a register by the Council that can be viewed by the public at any time. If this information is not provided your application may not be accepted, not processed or rejected for lack of information. Please contact Council if the information you have provided is incorrect or changes.

**HOW TO LODGE YOUR APPLICATION**

Address the application to:

The General Manager  
Camden Council

and send it to us by any of the following methods:

**Fax:** 02 4654 7829

**Mail:** PO Box 183 Camden  
NSW 2570

**Courier:** 70 Central Avenue  
Oran Park NSW 2570

**How to Contact Us:**

Phone: 02 4654 7777

Fax: 02 4654 7829

Email: [mail@camden.nsw.gov.au](mailto:mail@camden.nsw.gov.au)

**Website**

[www.camden.nsw.gov.au](http://www.camden.nsw.gov.au)

We are open for business from 8.30am to 5.00pm  
Monday to Friday.

**Fees:**

The application and annual rental fees are set out  
in Council's Schedule of Fees and Charges.