

# Alfresco Activities – Self-Assessment Checklist

Please complete and submit this form to the City of Joondalup with your Outdoor Eating Permit application. Applicants can apply for an Outdoor Eating Permit on the City’s website, [joondalup.wa.gov.au](http://joondalup.wa.gov.au)

Applicant Details	
Business name:	
Business address:	
	ABN (if applicable):
First name:	Surname:
Business phone no:	Home phone no:
Mobile:	Fax:
Email:	
Contact person for any correspondence:	

The information provided in the attached Alfresco Activities checklist is accurate and correct. Upon commencing the alfresco activities, should it be found that it operates outside of the requirements of the City’s *Alfresco Activities Local Planning Policy*, compliance action may be initiated by the City and/or a retrospective development (planning) application will need to be submitted to the City for consideration.

Signature:	Date:
Estimated time of completion:	

If the answer to any of the below policy requirements is ‘No’ or ‘N/A’, Planning Approval may be required prior to the lodgement of an Outdoor Eating Permit.

If the answer to all the below policy requirements is ‘Yes’, Planning Approval is not required.

Policy requirements	Yes	No	N/A
The associated tenancy/business has been granted planning approval or is a permitted (“P”) use under the City’s <i>Local Planning Scheme No. 3</i> .			
The proposed Alfresco Zone is located within a road reserve, excluding any regional road reservation.			
The location, setbacks and ‘zones’ of the proposed alfresco are consistent with clause 5.1 of the City’s <i>Alfresco Activities Local Planning Policy</i> .			
All structures, furniture and fixtures are temporary in nature.			
If signage is proposed, this signage is attached to the permitted furniture/fixtures and only relates directly to the approved use of the associated business/tenancy.			
Any associated retail display/sale of goods will not occur within the alfresco zone.			

Operators of alfresco activities are made aware of the following:

- The operator is solely responsible for all costs associated with the removal, alteration, repair, reinstatement or reconstruction (to the satisfaction of the City) of the street carriageway, footpath, verge infrastructure or any part thereof arising from the alfresco activities.
- The City will accept no responsibility or liability for any interruption to business caused by the need for the City, other Authority or adjoining development to carry out any type of maintenance works or new development on or in the vicinity of the alfresco activities.
- Failure to comply with the *Alfresco Activities Local Planning Policy* or any associated approval issued by the City may result in compliance action and/or revocation of the Outdoor Eating Permit.
- All works, furniture and structures can be retained in the alfresco zone outside of the operating hours of the associated business, however the operator accepts all responsibility for works, furniture and structures they have installed.

For further information regarding the Outdoor Eating Permit process, please contact the City's Environmental Health Services on **9400 4933** or email **info@joondalup.wa.gov.au**

If you would like to clarify any of the information contained within the City's *Alfresco Activities Local Planning Policy*, please contact the City's Planning Services on **9400 4100** or email **info@joondalup.wa.gov.au**