

# Local Law Licence Application New Licence / Amendment - Itinerant Food Vending / Outdoor Dining

**\*Privacy Collection Notice:**

Logan City Council is collecting your name, the name and location of your business in accordance with the *Local Government Act 2009* (the Act) and Council's Local Laws in order to assess your application for licence. The information will only be accessed by employees and/or Councillors of Logan City Council for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission, or we are required by law.

I / We hereby make application for

New Licence

Amendment

Type of Activity

Itinerant Food Vending (LL9, 9.3, LL12, 12.1)

Outdoor Dining (LL12, 12.1)

## Section 1 - Applicant Details\*

Applicant name/s:

Trading as:

Postal address:

Phone number:

Mobile number:

Email address:

Signature/s:

Date:

## Section 2 - Site Details – (for Itinerant vending from a non-fixed location please attach a list of all proposed locations)

Number:

Street:

Suburb:

Postcode:

Real Property Description:

Owner of property / adjacent properties:

Days and times of operation:

## Section 3 – Vehicle Details (One vehicle per itinerant vending permit only)

Make:

Model:

Registration number:

### Council use only

LOGAN CITY COUNCIL  
PO Box 3226  
LOGAN CENTRAL DC QLD 4114  
ABN 21 627 796 435  
logan.qld.gov.au

Doc# 8985614 / File 878465-1  
Health, Environment & Waste Branch  
Enquiries: Environmental Health  
TEL: (07) 3412 3412  
Email: council@logan.qld.gov.au

City of Logan: Innovative,  
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## Section 4 – Amendment

Detail the nature of amendment:

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## Section 5 – Attachments

**Itinerant Food Vending - Documents to be included with Application:** *(please tick)*

- Plan to scale or map of the operation of Itinerant Vending/Roadside/Public Property Vending showing relevant areas in which the operation of Itinerant Vending/Roadside Vending is to be undertaken
- Copy of valid public liability insurance to the value of \$20,000,000.00
- Letter/s of consent from property owner/s

**Outdoor Dining - Documents to be included with Application:** *(please tick)*

- Plan to scale or map of the outdoor dining area showing:
  - Layout of all street furniture
  - A clear unobstructed pedestrian corridor provided on the footpath (minimum width of 1.5 m)
  - Area of the public place to be used for the outdoor dining including dimensions
  - Distances between the outdoor dining area and the associated food premises
  - The number, size and location of all tables, chairs, shade structures and/or goods or other equipment (i.e. outdoor heating units and braziers) to be used
  - The type and location of any utility, service or infrastructure adjacent to the public place to be used for the outdoor dining
  - Any plants to be located in the public place used for the proposed outdoor dining
  - Location of a physical barrier such as bollards or planter boxes between the carriageway
  - Location of the nearest sanitary facilities and their type
  - A copy of a certificate of currency for public liability insurance for a minimum amount of \$20,000,000
  - Details of an impact, if any on pedestrian or vehicular movements including lines of sight at road junctions, vehicle access ways and pedestrian crossings
- Sectional elevation plan (Scale 1:50) showing:
  - The shade structures used in the conduct of the outdoor dining, indicating the clearance above the footpath measured perpendicular from the footpath to the lowest overhanging point of the shade structure when erected

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## Section 6 – Fees (Not subject to GST)

Application Type	Fee
New Licence Application (includes design approval and licence fee)	\$ 718.00 + amount equal to the applicable licence fee
Application to Amend an Existing Licence	\$ 562.00
<b>Licence Fees</b>	
Food Itinerant Vendor	\$ 387.00
Outdoor Dining	\$ 143.00
Replacement of Licence	\$ 68.00
Security Bond (Council properties only)	\$ 785.00

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## PAYMENT OPTIONS



### Paying by Mail:

Make your cheque or money order payable to LOGAN CITY COUNCIL.  
Complete the application form and return it to Council.



### Paying by Phone:

Call Logan City Council on (07) 3412 3412 to pay with Mastercard or Visa. Please ensure you also return the signed application form to Council.



### Paying in Person:

Cash, cheque, money order, EFTPOS, Mastercard or Visa.  
Please ensure you also return the signed application form to Council.

#### Council's Administration Centre

150 Wembley Road, Logan Central, 8am to 5pm weekdays (except public holidays), or

#### Council's Customer Service Centres

18-22 Honora Street, Jimboomba, 8am to 4.45pm weekdays (except public holidays), or  
105 George Street, Beenleigh, 8.am to 4.45pm weekdays (except public holidays).

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