



# Footpath Activities Guidelines

## Purpose

The Footpath trading is an important part of the retail environment and can significantly add to the ambience and enjoyment of an area.

However, Council must balance this with the need to provide a safe environment for all people who use the network of footpaths throughout the municipality. As such, footpath trading activities must be managed to ensure safe and comfortable pedestrian access can be maintained at all times.

These guidelines set out how this balance is maintained.

A permit is required for all trading on community footpaths, and includes the placement of:

- Advertising signage
- Goods
- Tables and chairs
- Windbreaks
- Umbrellas, and Heaters

*These guidelines comply with best practice guidelines issued by the Human Rights and Equal Opportunity Commission and Rural City of Wangaratta's Local Law Policy 23 – Using Footpaths.*



## Trading Zones and Areas

In order to provide a clear and consistently unobstructed footway for pedestrian access, the footpath is divided into specific zones and areas. The varying width of footpaths provides a different landscape to manage, creating both opportunities and restrictions.

Traders who wish to utilize the footpath adjacent to their business need to comply with the guidelines in relation to the following zones and areas;

- Pedestrian zones
- Trading zones
- Kerb zones

No items may be placed in the pedestrian zone or kerb zone. Council reserves the right to request traders to remove all or part of their display, goods or items whenever necessary. The cleanliness of the trading zone is to be maintained by the permit holder.



Trading Zone



Kerb Zone



Pedestrian Zone

### TRADING ZONE

The Trading Zone is the only area of the footpath where goods, café furniture and ancillary items or activities may be placed. Where premises are adjacent to an intersection, the trading zone must not extend into the corner to ensure visibility for pedestrians and vehicles. Location of items within the trading zone are subject to conditions.

### KERB ZONE

Measured from face to kerb. A 0.7 metre buffer from the kerb to allow for access to and from parked vehicles is required. A 1.5 metre allowance is required in instances where there is a disabled parking bay. A set back of 1.0 metres from the kerb is to be maintained beside a loading zone.

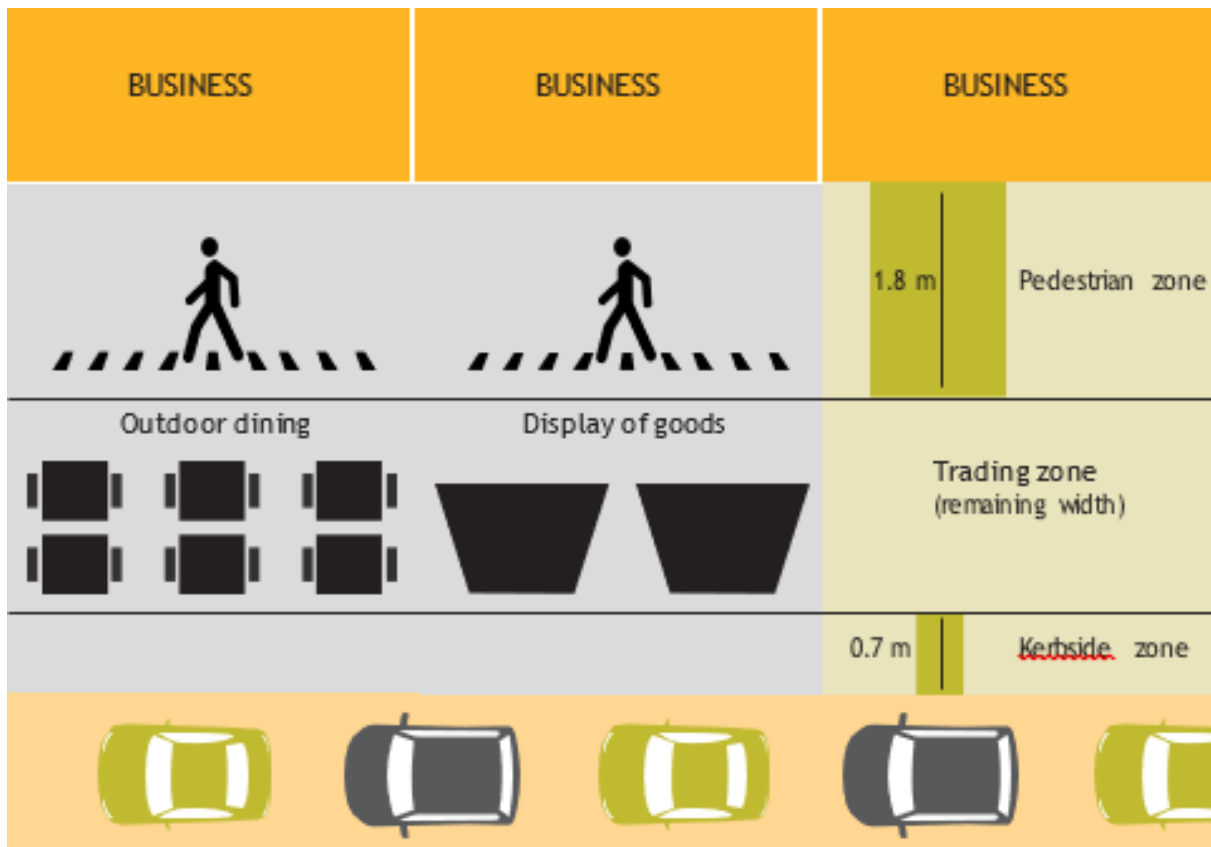
### PEDESTRIAN ZONE

Extends from the building line or shop front of premises for a minimum of 1.8 metres. No items may extend into this zone at any time.



## Your Trading Address

Tables and chairs and goods/services are permitted only outside your premises. They must not encroach on neighbouring properties unless an exemption to your permit has been granted.





## Existing Public Infrastructure

Public infrastructure on footpaths has priority over commercial interests (footpath trading) at all times. Proposed permits will be assessed on a case-by-case situation. As a general rule, public infrastructure already in place will not be moved or removed (relocated or repositioned) as a result of unavailable space to trade. If there is existing infrastructure at the front of your shop, an application to vary permit requirements may be made and a decision may be made to remove or relocate the infrastructure. All costs for removal and pavement reinstatement will be borne by the person applying for the permit. Traders should take this into account when selecting a site.

Existing street furniture and infrastructure must not be used for any trading purposes, including for business signage or displays.





## Alfresco Dining

### TABLES AND CHAIRS

- Must not back onto the kerb or the pedestrian zone.
- Must remain within the trading zone and be removed at the close of business.
- Must be of a high standard in appearance and style in keeping with the amenity of the area.
- Must be constructed from high quality materials that are safe and durable.
- Must be windproof (lightweight plastic furniture is not acceptable)
- Placement must commence 0.7 metres from kerbside edge (a 1.5 metre setback applies for disabled parking bays)
- Legs of chairs must not extend on an angle that would cause tripping points to pedestrians.
- No café or commercial advertising is allowed on chairs or tables unless required for identification purposes ONLY. Property owner identification must be placed discretely.
- Tables and chairs are permitted only outside the premises to which they relate.



*Chairs must not back on to a pedestrian zone.*



### UMBRELLAS

- Can be used in areas where there are no canopies overhead or where the use of the umbrella will not interfere with or damage existing items
- Must have a minimum clearance of 2.0 metres
- Must not extend into the kerbside zone or parking bays
- Must be removed or closed in times of strong winds or storms
- Must be of a robust design and secured at all times, being fixed or weighed down to prevent dislodgement.
- All umbrellas must be removed by the end of the day.



### HEATERS

- Any heating devices must be certified by the Australian Gas Association and be installed in accordance with the relevant Australian Standards.
- Heaters are to be approved as part of a permit and shown to be covered by traders' public liability insurance
- Must be located within the trading zone only.
- Must be clear of passing pedestrians
- Free standing heaters must be removed at the end of the day.
- Wherever possible, be affixed to the awnings or veranda's so as to be located off the footpath. A planning permit may be required.
- For further details, contact Energy Safe Victoria on 9203 9700 or visit [www.esv.vic.gov.au](http://www.esv.vic.gov.au)





## Trading Goods & Displays on Footpaths

- Must be located within the trading zone
- Must start from 0.7 metres from the kerbside edge (1.5 metre setback applies for disabled parking)
- Must only be placed on the footpath during the normal business hours.
- Goods are permitted only outside the premises to which they relate.
- Must be secured, protected and displayed in a safe manner.
- Displays must enhance the amenity of the streetscape and not be unsightly.
- Displays must not be fixed to any footpath, building, asset, pole or other structure unless approval is given.



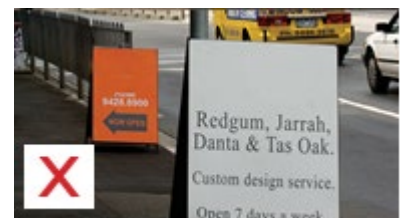
*Goods must not be unsightly.  
manner*



*Goods must be secured, protected and displayed in a safe*

## PORTABLE ADVERTISING SIGNS (A-FRAMES)

- Only one sign per premises, or per 10 metres frontage, will be considered.
- Advertising sign must not exceed 1.0 meters in size.
- The placement of the sign must be at least 0.7 meters from the kerb edge, or 1.5 meters clearance for disabled parking bays.
- Must be located within the trading zone
- Must start from 0.7 metres from the kerbside edge (1.5 metre setback applies for disabled parking).
- Portable electric, illuminated or flashing, inflatable, revolving/spinning signs are prohibited at all times.
- Signage can only be displayed during the businesses normal hours of operation and must be removed at close of business.
- A-frames or advertising signage must not be fixed to any footpath, pole or other structure.



*Signs must not encroach into kerb zone.*