



**HASTINGS**  
DISTRICT COUNCIL

# Application for a Footpath Hospitality/ Dining Licence

Environmental Health  
Hastings District Council  
Lyndon Road East  
Hastings 4122

**Contact Details:**

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## WHAT IS FOOTPATH HOSPITALITY/ DINING?

The term "footpath hospitality/ dining" applies to food and beverage activities that wish to extend onto the footpath in front of such operations for outdoor dining, including the placement of tables, chairs and umbrellas. It also provides for the physical extension of footpath areas out into the carriageway, in appropriate locations, and the installation of railings, trees, planter boxes, seating and other objects to support such uses.

The Council wishes to encourage outdoor dining in its commercial areas and the establishment of a "café culture" as part of the wider Hawkes Bay Food and Wine experience and inner city revitalisation. This policy provides for the permanent or temporary use of public footpath space for outdoor dining in the commercial areas of the Hastings District, including where appropriate the physical modification of footpath areas to accommodate these uses. This policy will apply for the purposes of Clause 2.9.2(b) of Chapter 2 "Public Places" of the Hastings District Consolidated Bylaw. It does not cover the Hastings Central Mall, which has a separate policy, nor does it apply to the display of goods for sale.

## HOW TO APPLY?

Council will require an application form to be completed and submitted with supporting material such as plans, sketches, photographs and drawings. The licence will be renewed on an annual basis to enable Council to control the intended activity and ensure quality standards are met.

The Council reserves the absolute discretion to refuse to grant any application on such grounds as it thinks fit and there shall be no right of appeal to any other body. Users proposing to occupy space, which extends wider than their own premises and onto the frontage of adjoining premises may only do so with the consent of the adjoining affected business.

Licences will be subject to standard conditions including placing a responsibility on the operator to maintain the area occupied in a clean, tidy condition at all times (Council will not provide or permit rubbish bins to be placed in proximity to the eating area) and maintaining sufficient unencumbered footpath space to enable pedestrians to pass the site without undue restriction. The operator will also be responsible for ensuring acceptable patron behaviour and for compliance with all food licences and Sale and Supply of Alcohol Act responsibilities and for adhering to the [Hastings and Napier Council's Smokefree Policy](#). Please contact the Council's Environmental Health Officers (06-871 5000) for further information.

The application fee is \$264.00\* and thereafter the annual licensing fee is as listed below, unless otherwise specified in Council's publicly notified Schedule of Fees and Charges:

Type of Premises	Annual Licence Fee
Unlicensed (for liquor sales) premises	\$64.00
Licensed premises outside liquor ban area	\$131.00
Licensed premises inside liquor ban area	\$264.00

For details of the area where the liquor ban covers please refer to Councils Web site ([www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)) or contact the Licensing Inspector on (06) 871 5000 or [resource@hdc.govt.nz](mailto:resource@hdc.govt.nz).

\*Please note that all new applications are also subject to a document management fee of \$40.00.

## Application for a Footpath Hospitality/ Dining Licence

### 1. Applicant Details

Full name of applicant: .....

Mailing Address: .....

Suburb and City: .....

Home phone: ..... Mobile Phone: .....

Email: ..... Fax number: .....

### 2. Premises Details

Address of Premises: .....

Suburb and City: .....

Legal Description: .....

Property Owner: .....

Trading Name: .....

Business phone: ..... Mobile Phone: .....

Email: ..... Fax number: .....

### 3. Application Details

The Renewal / Expiry Date for Licences is the 30<sup>th</sup> of June every year.

Applicant's Signature: ..... Date: .....

## INFORMATION REQUIRED FOR A FOOTPATH HOSPITALITY/ DINING LICENCE

Please ensure the following documents accompany the application		Tick if completed
1.	Completed application form	<input type="checkbox"/>
2.	Copy of plans, sketches, photographs and drawings of the intended proposal	<input type="checkbox"/>
3.	Consent of adjoining affected business owner (where applicable)	<input type="checkbox"/>
4.	Application fee of **\$264.00 (including GST) payable to Hastings District Council	<input type="checkbox"/>
5.	Document Management Fee of **\$40.00 (including GST)	<input type="checkbox"/>

**\*\*Payment must be submitted with this application.**

**\*\*If paid On-line or by Internet Banking proof of payment must be submitted with this application.**