

**Application for a Pavement Licence
Business and Planning Act 2020**

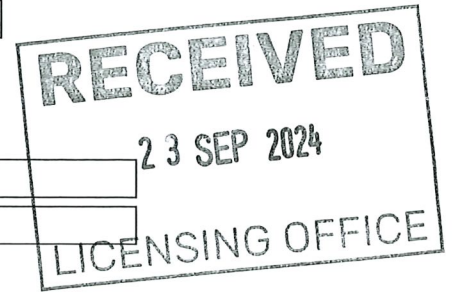
Please answer the following questions.

Please state which Licensing Authority you are applying to

Title

First name

Last name



Applicant details

Your address

Postcode

Telephone number

Email address

Name of establishment/business

Is anyone acting on your behalf for the purpose of this application? Yes No

Details of the person acting on your behalf

Title

First name

Last name

Address of person acting for you

Postcode

Telephone number

Email address

Questions about your application

Is your application for a new licence or the renewal of an existing licence?

New Renewal

What is your existing Pavement Licence number?

13/02394/TABCHA

What is the expiry date of your licence?

30/09/2024

Is the proposed location different to your address?

Yes No

Describe the proposed location of the area to be licensed

Address

Postcode

What is the Premises licence number?

19/02632/PREM

Number of tables applied for

7

Number of chairs applied for

28

Dimensions of the area of the street or pavement permitted to use (in metres)

Width

10.00

Depth

8.00

Please state the proposed furniture (for example: tables, chairs, umbrellas, barriers), and show them on your detailed layout plan.

2nd area dimensions for tables and chairs W 5m x D 1.5m

tables and chairs, removable planter boxes, chain barriers (see photo)

Please give details of what purpose will the furniture be used for

Seating guests eating and drinking

Do you intend to alter any of the building and/or building frontage to accommodate the proposal?

Yes No

If yes, please show details of the alterations on your plan.

Does the area extend beyond the frontage of your own premises?

Yes No

Does your proposal leave a 1.5-metre-wide unobstructed pedestrian route?

Yes No

Are there any lighting columns, litter bins, road signs, public seating, trees etc. on the site within 1.5m of the proposed site for the pavement licence?

Yes No

If yes, please show them on your plan.

Is proper sanitary accommodation available within the building to be used to service the pavement licence area?

Yes

No

Is it intended to serve alcohol within the pavement licence area?

Yes

No

What range of drinks (alcoholic and non-alcoholic) is it intended will be served within the pavement licence area?

Have you taken the needs of disabled customers into consideration?

Yes

No

Have you reviewed your staffing situation to ensure that you have sufficient staff to adequately manage the increased area?

Yes

No

Have you put a cleaning schedule in place?

Yes

No

Have you completed a risk assessment for serving food and drink in the pavement licence area?

Yes

No

Hours during which the tables and chairs will be on the street

	From	To	Tick here if you are closed that day
Monday	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
Tuesday	10:00	22:30	<input type="checkbox"/>
Wednesday	10:00	22:30	<input type="checkbox"/>
Thursday	10:00	22:30	<input type="checkbox"/>
Friday	09:00	23:00	<input type="checkbox"/>
Saturday	09:00	23:00	<input type="checkbox"/>
Sunday	09:00	22:30	<input type="checkbox"/>

The applicant should be aware that the granting of a licence does not permit the sale of alcohol within the outdoor area. Separate licensing arrangements apply for the sale of alcohol and the applicant should check the conditions on the Premises Licence or consult the Licensing Authority.

Management measures

Provide further information for the following questions to support your application:

- Outline how the area will be managed to ensure all conditions are complied with when the licence is in use.
- Outline how local nuisance will be managed.
- Will the placement of the table and chairs allow for people to pass with a minimum of 2 metres?
- Where will the pavement furniture be stored outside of licensable hours.

The areas of tables and chairs are in constant vision of the manager and staff who are working at the premises. The window from the premises looks out onto the tables.

Tables and chairs are kept within the pavement licence areas by planter boxes and small chain barriers.

The licence has been in place for 4 years and the area drawing clearly shows the 2 metre corridor for people to pass tables and chairs.

The table, chairs, planters and chain barriers are removed and stored inside the premises overnight

Supporting documents

Please provide the following:

- One plan showing the proposed extent of the area requested (in relation to the premises), with the position of the proposed street furniture, including tables, chairs, and any other permitted furniture. This plan should show the distance between the furniture and the nearest obstruction and / or the edge of the pavement at the narrowest point.
- Photographs of proposed street furniture and if possible, manufacturers literature and details of furniture to be used
- The appropriate fee
- Proof of Public Liability Insurance which covers up to £5 million

You will need two types of plans:

Location plan – to show where your proposal is situated in relationship to the surrounding area. You must clearly edge the site boundary in red.

Detailed plan (with elevations) – to show the proposed pavement licence and its relationship to existing buildings and features. The main dimensions should be clearly stated. It should include all the information required by the questions above.

Please attach documents using the Upload & Attach Files button.

Types of files accepted as attachments: gif, jpg, jpeg, tif, tiff, bmp, png and pdf.

Please ensure that documents you attach are complete, accurate and easy to read otherwise your application will not be validated.

X

Declaration

Please read and the following statement and check the confirmation box.

I wish to apply for a licence to use the highway fronting or adjacent to the above named property for the purpose of obtaining a pavement licence as described in this application and the accompanying plans and will pay the required fee.

I agree to comply with all the conditions stated on the licence, and in the Council's Pavement Licensing Policy and any related appendices.

I agree to remove all furniture from the pavement outside of the licensable hours as stated on the licence.

Applicant's confirmation

Date this application is being made

23/09/2024

Notes

Once an application has been submitted there will be a 14-day consultation period. You must place a notice on your premise setting out what has been applied for and the date by which a representation should be submitted to the licensing authority.

You must place a notice on your premise setting out what has been applied for and the date by which a representation should be submitted to the licensing authority. You will be emailed a premise notice upon submission of this form.

ST. BENEDICTS STREET

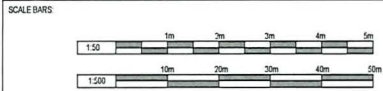
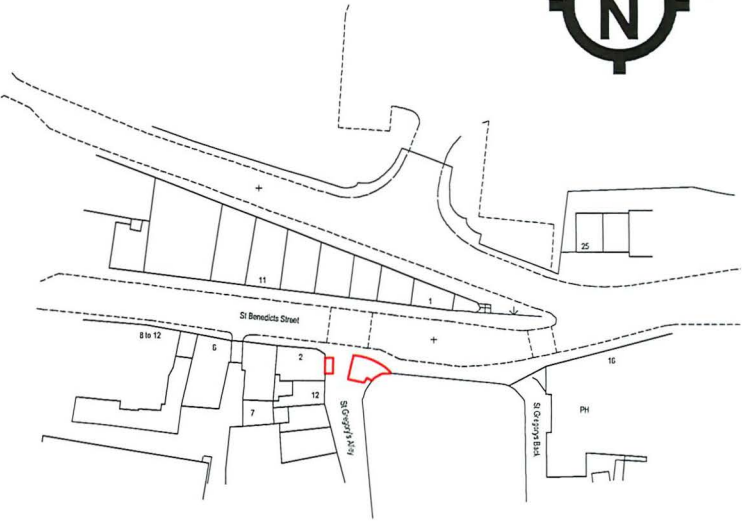


PROPOSED



ST. GREGORY'S ALLEY

LOCATION PLAN



DRAWINGS-
The drawings are the copyright of Studio 35 Architecture Ltd. The drawings must not be scaled from. The contractor / builder should take and verify all dimensions on site before proceeding with any works. All dimensions shown on the drawings are for Planning purposes only.

GENERAL-
All works are to be carried out with the relevant current British Standard Codes of Practice and Building Research Digest Papers, and to be to the approval of the local Authority and all Statutory Undertakings. All materials shall be suitable for the purpose intended and shall be used strictly in accordance with the manufacturer's recommendations. All necessary calculations are to be submitted to the Local Authority for approval prior to the commencement of work on site.

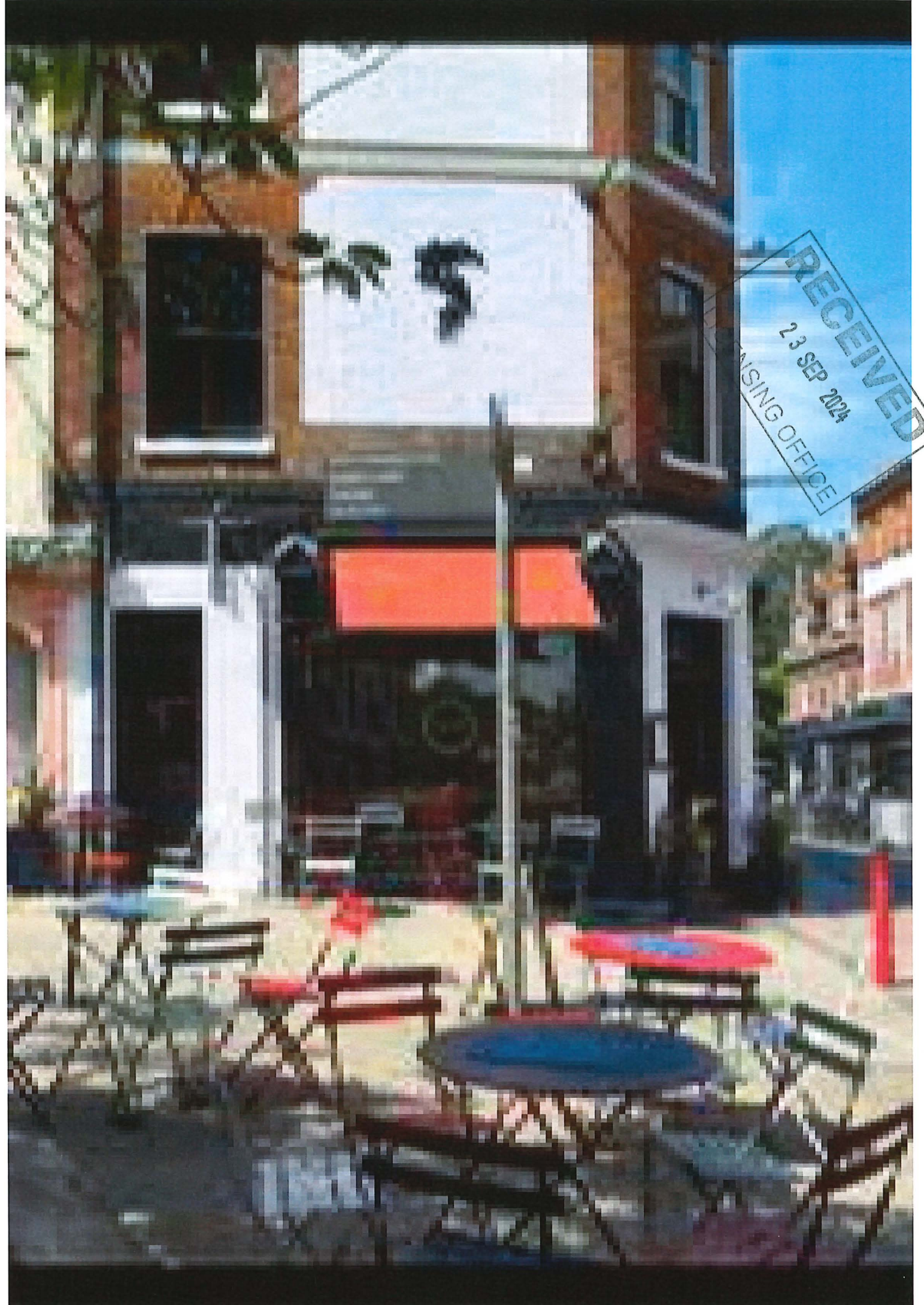
It is the owners responsibility to ensure that the property and site is free from any unusual restrictions, covenants or easements.

PARTY WALL ACT 1996-
Attention is drawn to the Party Wall Act 1996. The client or owner must give notice in writing to neighbours of the intended building operation and excavations and receive approval of same.

CDM 2015 REGULATIONS-
Attention is drawn to the client with regard to the CDM 2015 regulations. These drawings and specification are intended for Planning & Building Regulation purposes only, the scope of this does not go any further. It is the duty of the client under the regulations to appoint a 'Principal Contractor'. There is no obligation for the client to appoint a 'Principal Designer'. The 'Principal Contractor' will then take on the role of 'Principal Designer' for purposes of the 'pre construction' and 'construction' phases of the project under the CDM 2015 regulations when it signs and issues a Health & Safety File and construction plan, is provided for the HSE, in order to reduce risks through the design processes of construction etc.

PROJECT:	MAKERS HOUSE 2 TO 4 ST. BENEDICTS STREET NORWICH
CLIENT:	MR. H. SIMPSON
DRAWING TITLE:	THE PROPOSALS

REVISION:			
Studio 35			
SCALE	PAPER SIZE	DATE	DRAWN BY:
1:500 1:50	A1	OCT 2024	
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RECEIVED
23 SEP 2024
PLANNING OFFICE

MAKERS HOUSE

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23 SEP 2024

LICENSING OFFICE