



Stallholders' Newsletter Cotters Markets 17 January 2010

Cotters Markets Stallholder Transition Plan

Well the time has arrived. The construction of a world class urban space in Flinders Mall is about to commence, and the Cotters Markets has a part to play in the successful implementation of the project. Council and Rotary are committed to the continued successful operation of the Cotters Markets throughout the construction project, and we look forward to stallholder support in achieving this ambitious goal.

The timeline

Rotary has been given milestone dates by the Council Project Manager. The markets have to be out of the following areas to allow the construction crews to move in:

8 February	the area around Centre Stage
1 March	the whole Eastern end of the mall (the McDonalds end) from Stokes Street to Denham Street

We expect to be able to move into the final Markets location in late 2010 or early 2011.

Our internal timeline is as follows:

Sunday 17 January	This newsletter and Interim Site Application forms distributed at the markets and by email to stallholders
Sunday 24 January	Close of applications for vacant sites in the Interim Markets Location
Wednesday 27 January	Allocation of all regular stallholder sites
Sunday 31 January	Notification of site allocations to stallholders
Sunday 14 February	Relocation of stallholders from around Centre Stage to their new interim locations
Sundays 21 February, 28 February	Relocation of stallholders from Eastern end of Mall to their new interim locations

The Interim Cotters Markets location

Rotary has designed an Interim Cotters Markets location in the Western end of Flinders Mall (from Stokes St through to Stanley Street). We have attached a map showing a site layout.

There are over 200 sites identified in the Interim location. With people on holidays etc, we currently need around 140 sites, but based on last year that will probably build up over the year to around 190 in the latter part of the year.

It will obviously be a much tighter fit, but not dissimilar to most other markets around the place.

Site sizes

All stallholders are required to set up their stalls fully within their site boundaries. Site boundaries are marked by aluminium disks on the ground, but where the disk is missing then by measurement from the nearest disk.

Red Row	3 meters wide by 2 meters deep, except Red1, Red2, Red64, Red65 which are 3x3 meters
Gold Row	All 3x3 meters
Purple Row	3x3 meters, except narrow sites Pur17- 20 and Pur24- 28 which are 3m wide by 1.5m deep
Blue Row	3x3 meters
Green Row	3x3 meters
Black Row	3 m wide by 2 m deep, except Blk62 -67 which are 3x3m

Site heights

Stalls in front of shop windows or partially across doorways of shops that trade are to have a maximum height of their display of 1.2 meters.

Shade and rain cover

There are only a limited number of vacant undercover sites, and we can't even guarantee that these sites will retain their cover during the construction period. There are certainly not enough undercover sites for everyone who wants one.

If you are allocated a site that is not under cover, we recommend you make arrangements for a shade structure or an umbrella. Pop up tents are very good, and reasonably priced. Make sure that any shade structure fits within your site boundaries or you will not be able to use it.

Pop up shade tents are easy to install if you have two or three people, so please help your neighbours if they need it.

Bump in and bump out

The biggest challenge of the Interim Markets location is the bump in and bump out.

The clearway will continue to be used, entering only by the Sugar Shaker in Stokes Street and exiting at Stanley Street.

However it will no longer be possible for vehicles to cross the mall to the Northern side (the Dimmeys Arcade side) to load and unload.

We have reserved a large area in the centre of the mall as a drop off area (see plan). Rotary will provide a limited number of trolleys on loan to stallholders provided they are expeditiously returned for the next user.

On arrival, stallholders should pull into the drop off area, unload quickly, then remove their vehicle. Stallholders should then return to the Markets area to transfer their goods to their stall location.

You must not park a vehicle to impede a clearway.

We strongly recommend that stallholders work together to stagger their arrival and departure. If you are not in a hurry, wait for the traffic to clear before getting your vehicle. Always pack up your stall and take everything to the drop off area before getting your vehicle.

All vehicles must exit the Markets area by 8.30 am and no vehicles are permitted in until 1 pm.

Site Allocation Process

Once we have all the site application forms next week we will try to fit everyone into the sites they want. We will do this by considering the requirements of the various stallholders, by negotiation, and by ballot.

Regular stallholders (ie stallholders who are on our database as coming weekly or fortnightly) will be allocated first, and then casuals around them.

Stallholders who do not submit an application form by the closing date will be allocated sites after those who do submit applications are satisfied.

We will try to email this newsletter and application form to all our current stallholders including those on holidays. Feel free to get a second copy to pass to stallholders who are not at the markets if you know where they are.

Unfortunately because of the tight timeframe- and we have only been given the requirements this week- the process must push on and we will try to accommodate everyone as best we can.

Public Toilets

Demountable public ablution block will be provided. This will most likely be in the area where centre stage is now.

Entertainment area

A new entertainment area has been allocated under the fig tree in the Western end.

Jumping castle and kids attractions

The kids attractions will arrive at 8.30am and set up in the Drop off Area after all the other vehicles have left. They will leave a little early and will have cleared the drop off area by 1pm.

Power

A limited number of Blue and Purple row sites have access to power. Look for the power boxes.

Construction Activities

Even though the majority of construction activity is due to occur in the Eastern end of the Mall during 2010, some construction activity will occur in our Markets site during the year.

Construction will not occur on Sundays.

You will notice structures in our area being removed, holes dug, etc. Rotary is working closely with Council to identify the impacts of these activities, and to ensure we can continue to operate a viable Markets. This may involve some site reallocation from time to time.

The key to happiness is “Be flexible, and make it work”.

Existing Western End Stallholders

Most existing Western End stallholders will not be affected, other than being required to remain within their stall site boundaries.

Some stallholders will be impacted- for example where have had to put a walkway where their site is.

If you are displaced by this plan, please fill in an application for alternative sites.

The moves

(a) The first move on 14 February will affect the following sites around or near Centre Stage:

Black 69-85, Green 69-81, all sites along the bottom of Centre Stage, Blue 65-66, and 87, Purple 65-66, Gold 89-78, Red 78-87

(b) The moves on 21 February and 28 February will affect all the remaining sites in all rows with site numbers higher than 80.

Please don't move until you have been told to do so, as we are trying to stagger the move over two weeks.

The eventual Cotters Markets location

The final Markets Location will be in the Eastern end of Flinders Mall and in Stokes Street beside the Sugar Shaker. The artist's impressions of the final result show that we will have a world class Markets location.

Currently we do not sufficient detail of final layout to be able to prepare site maps. Approximately six weeks before we do the transfer into the final location we will go through a similar process to this one to allocate sites in the final markets.

It is unlikely that the new markets layout will be anything like the existing one, so we cannot guarantee that stallholders currently located in the Eastern end of the Mall will return to their old location.

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Application Form for Site Allocation in the Cotters Market Interim Location

Name of Stallholder _____

Status **Regular Weekly**
 Regular Fortnightly
 Casual

Current Site(s) _____

I would like the following site(s)

Use site names from map eg Black1.

If you want a block of sites, list them all.

Don't apply for sites that are shaded on the map as "Already Taken" or "Not Available".

First preference _____

Second Preference _____

Third preference _____

Comments _____

Applications close on Sunday 24th January



Site already taken



Site not available

		South Shops	Red	Walkway	Gold	Walkway	Purple	Blue	Walkway	Green	Walkway	Black	North Shops
Stanley St													
Connelly Suthers	Red1												Blk1
	Red2												Blk2
	Red3												Blk3
Mary Who	Red4		Plntr			Pur4	Blu4						Blk4
	Red5		Gld5			Pur5	Blu5			Grn5			Blk5
Barrack Osborne	Red6		Plntr			Pur6	Tables			Plntr			Blk6
Best and Less	Red7		Gld7			Pur7				Grn7			Blk7
	Red8		Gld8							Grn8			Blk8
	Red9		Plntr							Grn9			Blk9
Unnamed Building	Red10		Gld10							Grn10			Blk10
	Red11		Plntr							Grn11			Blk11
	Red12		Gld12							Grn12			Blk12
	Red13		Gld13 (pole)			Pur13	Blu13			Grn13			Blk13
Salvos	Red14		Gld14 (pole)			Pur14	Blu14			Plntr			Blk14
	Red15		Gld15			Pur15	Blu15			Grn15			Blk15
	Red16		Walkway							Walkway			Blk16
Metway Arcade	Red17		Plntr			Pur17 (Narrow)	Blu17			Plntr			Blk17
	Red18		Gld18			Pur18 (Narrow)	Blu18			Grn18			Blk18
	Red19		Gld19			Pur19 (Narrow)	Blu18			Grn19			Blk19
	Red20		Plntr			Pur20 (Narrow)	Blu20			Plntr			Blk20
	Red21		Gld21							Grn22			Blk21
Playtime	Red22		Plntr							Plntr			Blk22
	Red23		Gld23							Grn23			Blk23
	Red24		Gld24			Pur24 (Narrow)	Blu24			Grn24			Blk24
	Red25		Plntr			Pur25 (Narrow)	Blu25			Plntr			Blk25
	Red26		Gld26			Pur26 (Narrow)	Blu26			Grn26			Blk26
Barkins	Red27		Gld27			Pur27 (Narrow)	Blu27			Grn28 (bins)			Blk27
	Red28		Plntr			Pur28 (Narrow)	Blu28			Plntr			Blk28
	Red29		Rubbish bin			Pur29	Blu29			Grn29			Blk29
	Red30		Gld30			Electrical Box	Blu30			Grn30			Blk30
Discount Jeans	Red31		Walkway							Walkway			Blk31
	Red32		Gld32			Pur32				Poles Binsw			Blk32
	Red33		Gld33			Pur33	Tables			Grn33			Blk33
Bag Shop	Red34		Gld34						Grn34			Blk34	



