

**Administration**

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# Application for Verge Permit (page 1 of 2)

## OFFICE USE ONLY

Application number:  
 Application fee:  
 Receipt number:

All sections to be completed in full by the applicant.

### 1. Property that this application refers to

|                         |         |           |        |             |
|-------------------------|---------|-----------|--------|-------------|
| Property street address | Unit No | Street No | Lot No | Street Name |
|                         | Suburb  |           |        | Postcode    |

### 2. Details of building work or purpose of use of verge

|  |                        |                             |               |
|--|------------------------|-----------------------------|---------------|
| Description of the purpose for use of verge. |                        |                             |               |
| Nature of the building works                 | New dwelling           | Addition/alteration         | Swimming Pool |
|  | Garage/Carport         | Patio/Shed                  | Fit out       |
|  | Change of use          | Relocation to/from property |               |
|  | Other (please specify) |                             |               |

### 3. Materials to be stored on verge

- Note: 1. No asbestos or loose rubbish to be stored on verge at any time.  
 2. Safety fencing may be required

|   |                  |                |                                |
|---|------------------|----------------|--------------------------------|
| Bricks  | Cladding/Roofing | Concrete/stone | Paving                         |
| Timber  | Steel/Aluminium  | Sand           | Fencing                        |
| Will a waste bin be located on verge?             | No               | Yes            | If yes, size (m <sup>3</sup> ) |
| Will a storage container be located on the verge? | No               | Yes            | If yes, length (m)             |

### 4. Applicant details

|                                |                    |                     |        |          |
|--------------------------------|--------------------|---------------------|--------|----------|
| <b>Applicant's Details</b>     | Surname            | Gender: Male Female |        |          |
|                                | Date of Birth: / / | Other Names         |        |          |
| <b>Company (if applicable)</b> |                    |                     |        |          |
| <b>Address</b>                 | Unit No            | Street No           | Lot No |          |
|                                | Street Name        |                     |        |          |
|                                | Suburb             |                     |        | Postcode |
| <b>Phone/fax</b>               | Phone              | Fax                 | Mobile |          |
| <b>Email address</b>           |                    |                     |        |          |

## 5. Owner's details (if different to applicant)

|                                |                      |                     |        |
|--------------------------------|----------------------|---------------------|--------|
| <b>Applicant's Details</b>     | Surname              | Gender: Male Female |        |
|                                | Date of Birth: / /   | Other Names         |        |
| <b>Company (if applicable)</b> |                      |                     |        |
| <b>Address</b>                 | Unit No              | Street No           | Lot No |
|                                | Street Name          |                     |        |
|                                | Suburb               | Postcode            |        |
| <b>Phone/fax</b>               | Phone                | Fax                 | Mobile |
|                                | <b>Email address</b> |                     |        |

## 6. Duration of Permit

**An application fee is required to be paid on submission.**

*Note:* Fee for area use will be calculated by the City's officers on the verge area at \$1 per square metre x number of months or part thereof. (Minimum of 12 months and a maximum of 24 months).

|                          |     |                 |                                   |
|--------------------------|-----|-----------------|-----------------------------------|
| <b>Commencement Date</b> | / / | <b>Duration</b> | Number of months (min 12, max 24) |
|--------------------------|-----|-----------------|-----------------------------------|

**Please attach a detailed plan of the verge, including dimensions.**

*Note:* This area will be confirmed by a City Officer as part of the approval process.

## 7. General Conditions

- The permit is issued pursuant to the City of Kwinana Activities on Thoroughfares and Public Places and Trading Local Law 2011.
- The permit is valid for the period specified in item 6 of this application.
- The permit holder must ensure that the thoroughfare (including the verge) is kept safe for the public to use at all times.
- Footpaths are to remain clear of all bins and building materials and remain safe for pedestrians at all times. Where there is no footpath, a safe and clear access of a minimum width of one (1) metre along that part of the verge immediately adjacent to the kerb must be maintained.
- Vehicles and trailers must not block footpaths. The City's Parking Local Laws apply and infringements may be issued.
- If a street tree is located on the verge a Tree Protection Zone must be erected and maintained for the duration of the permit.
- Nothing in this permit authorises the removal of, or damage to a street tree, unless approval is specifically authorised in writing by the City.
- The permit holder must ensure that materials, such as sand, soil and cement are contained and do not leak or leach into the City's drainage system.
- The permit holder must ensure that deposited material is sufficiently lit during darkness to ensure the safety of persons using the street.
- Roadways to be kept clear of all building materials and operational at all times.
- Site toilets must not be placed on the thoroughfare (including the verge).
- Site office and sheds must not be placed on the thoroughfare (including the verge).
- No building activity is to be carried out on the thoroughfare or verge area.
- Bulk bins and building materials may be placed on the verge area subject to them:
  - Not being placed in such a way as to obstruct or overhang a footpath, carriageway, access way or driveway;
  - Not causing a sight obstruction for vehicles or pedestrians;
  - Not causing damage to any City property in the verge such as a sign, kerb, footpath, street tree or garden maintained by the City;
  - Not causing an obstruction or damage to a manhole, inspection pit, fire hydrant, water or gas valve, electrical substation, drainage gully, water channel or other service in the verge area for which access may be reasonably required; and
- Bulk bins must be removed within 72 hours of being filled and must be covered to stop materials being blown out of the bins and onto the verge.
- On completion the verge area is to be cleared of all materials and returned to the level before demolition/building work commenced or as otherwise approved by the City.
- Other site specific conditions as may be required following confirmation with the applicant, e.g. site line restrictions near an intersection.
- A sign must be displayed with applicants name and contact details.
- Unauthorised use of a verge or without a valid permit may attract penalties including an infringement of \$500.**

## 8. Confirmation of conditions by applicant

As the Verge Permit Holder, on payment of the required fee, I agree to abide by the Conditions of a Verge Permit.

Signature of Applicant:

Date: