

**Administration**

Cnr Gilmore Ave &amp; Sulphur Rd, Kwinana WA 6167 | PO Box 21, Kwinana WA 6966

**Hours** Mon-Fri 8am-5pm (Cashier hours 8am-4pm) | **Telephone** 08 9439 0200**Facsimile** 08 9439 0222 | **TTY** 08 9419 7513 | admin@kwinana.wa.gov.au | www.kwinana.wa.gov.au

# 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 of \$170.50 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)
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*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: