

APPLICATION FOR PERMIT TO USE VERGE DURING BUILDING, DEMOLITION OR DEVELOPMENT WORKS

Please note: The application should be submitted 14 days prior to the commencement of works

A Verge Permit is required when any part of a verge will be used during building, demolition or development works. Use or obstruction of the verge without approval, is an offence prescribed by the Local Government (Uniform Local Provisions) Regulations 1996, Regulation 6 and the City's Consolidated Local Laws; penalties are prescribed, \$500 modified penalty and \$5,000 maximum penalty is applicable to an offence.

In order to gain approval to use the verge and protect the City's infrastructure against damage for any purpose relating to building demolition or development works, you must complete this Verge Permit Application Form, submit a site plan indicating the extent of any storage area, commit to adhering to the necessary conditions of approval and guidelines (see City's website at www.canning.wa.gov.au) and pay the \$314.54 application fee. A fee of \$409.53 is payable for retrospective applications.

***Retrospective approval is required to be sought if building materials are stored on verge prior to an approved Verge Use Permit being issued.**

It is our preference that this application and supporting documents are lodged electronically to building.email@canning.wa.gov.au (attention Building Services). For applications lodged electronically, a separate email will be sent to you once the application has been lodged, to provide online payment details.

Applicant details		
Person or Company:		
Contact Person:		
Details of Applicant:	Postal Address:	
	Telephone number:	Email:

What is the address of the property that this Verge Permit application relates					
Unit No:	Street No:	Street Name:			
Suburb:		Postcode:			
Proposed Commencement Date of Storage/Works:		Application for Retrospective Approval *(unauthorised verge use):	(please tick if applicable)	Proposed Conclusion Date of Storage/Works:	

***Retrospective approval is required to be sought if building materials are stored on verge prior to an approved Verge Use Permit being issued.**

Owner details (if different to applicant)	
First Name :	Surname:
House Number	Street Name:
Suburb:	Postcode

Details of purpose of verge use (Please note: portable toilets and shed structures are not permitted)			
Description of the purpose: (for example, storage during Building Works– list materials to be stored)			
Nature of the building or development works (please tick an option):	New dwelling	Addition/Alteration	Swimming Pool
	Garage/Carport	Patio/Shed	Fit out
	Demolition	Front Fence	Retaining Wall
	Other (please describe)		

Application Checklist (all items must be submitted/ticked before a permit is issued)	✓
<p>Detailed site plan to scale, showing verge area, where material will be stored and (if applicable) fence located, the location of any street trees, footpaths, crossovers, or other infrastructure. The site plan must reflect the following Verge Permit conditions.</p> <p>Where no constructed footpath is located within the verge, the materials shall be set back minimum 1.0m from the kerblines.</p> <p>Where a footpath is in place, the materials shall be set back at least 0.5m from the kerblines.</p> <p>Temporary fencing shall be set back minimum 0.5m from the kerblines, unless otherwise approved.</p> <p>Stored materials must be no higher than 1.0m within 2 meters of the adjacent road, to prevent visual obstruction to oncoming traffic.</p> <p>Existing footpaths to be unhindered, unless otherwise approved.</p> <p>Stored materials must not encroach within 2.0m of an existing street tree.</p>	
Certificate of Currency – Public Liability Insurance included (min. Coverage \$10 000 000)	
I am aware that a one off Application Fee of \$314.54 (\$409.53 for retrospective) applies to each application. For applications lodged electronically via building.email@canning.wa.gov.au once lodged you will receive an email advising you of the payment details.	

As the Verge Permit Holder, I agree to abide by the Conditions of the Permit, as attached.	Date:
Signature of Applicant:	

Please note:

- Incomplete applications may be rejected by the City.
- Use of the verge for building, demolition or development works prior to the City issuing the applicant with the approved Verge Permit will incur an infringement.
- The application fee covers the cost of processing the application and two inspections by a City Officer. The inspections will be conducted initially at the time of the application and also upon completion of the works and expiration of the permit

For any enquires contact: City of Canning - Building Services telephone 1300 422 664.

See below for General Conditions of Approval; please note these may change, upon assessment of the application.

Verge Permit Usage Requirements The following conditions apply to use of the verge during building, demolition or development works, unless approved otherwise;

Setback from kerb and Footpath

Materials stored within 2 m of a kerb line shall be no greater than 1m in height. At a minimum, materials must not encroach closer than 0.5m to a kerb, unless otherwise stated.

Where no constructed footpath is located within the verge, the materials shall be set back 1.0m from the kerb line.

Where a footpath is in place, the materials shall be set back at least 0.5m from the kerb line.

Obstruction of Footpath

Existing footpaths shall not be obstructed, unless an alternative arrangement has been approved by the City.

Truncation to be provided at crossover/kerb intersection

Materials shall be set back (at the point the crossover meets the road kerb) 1.5m from any crossover, and 1.5m from the verge adjacent to the crossover to provide for a truncated area of 1.5m by 1.5m, which will allow for vehicles to exit the cross over safely.

Damage

Any damage to the public thoroughfare or the City's infrastructure resulting from the building, demolition or development works is repaired to the satisfaction of the City of Canning within a reasonable time as required by the City.

Street Tree

Street trees must be protected at all times, and storage of materials shall not encroach closer than 2m to the trunk of the tree, unless otherwise approved by the City.

Should any street tree be damaged as a result of building, demolition or development works, the City may require the applicant to replace the tree, with a tree as determined by the City, within a timeframe as determine by the City.

Protection of Drainage Network

Materials, such as sand, soil, cement, and other materials are contained and do not leak or leach into the City's drainage system or otherwise damage the City's infrastructure.

General Obstructions

All materials must be placed in such a way as to not obstruct or overhang a footpath, carriageway, access way or driveway. Where there is no footpath, a safe and clear access of a minimum width of 1m along that part of the verge immediately adjacent to the kerb must be maintained, unless approved otherwise.

Applicants must ensure no obstruction or damage is caused to manholes, inspection pits, fire hydrant, water or gas valve, electrical substation, power pole drainage gully, water channel or any other service in the verge area for which access may be required.

Parking

Vehicles associated with the site may be parked on the verge (providing all parking is in accordance with the City of Canning Parking Local Laws 2010) (Note; the City of Canning's Parking Local Law 2010 are available here;

[https://www.slp.wa.gov.au/gazette/GAZETTE.NSF/gazlist/03B9084726EDB313482577FB003532FB/\\$file/gg242.pdf](https://www.slp.wa.gov.au/gazette/GAZETTE.NSF/gazlist/03B9084726EDB313482577FB003532FB/$file/gg242.pdf)

Portable Toilets

Toilets must be placed within the building site.

Rubbish

All rubbish must be placed in a covered waste collection facility, such as a bulk rubbish bin.

Note; the permit holder is responsible for all rubbish generated by the building, demolition or development works and/or employees and contractors on the site. All rubbish must be stored in bins which must be placed so they do not obstruct or overhang a footpath, carriageway, access way, or driveway or cause any sight obstruction. Care must be taken to ensure that damage to City infrastructure does not occur due to bin placement; City infrastructure includes signs, street trees, kerbs, and footpaths. Furthermore, bulk rubbish bins are not permitted to damage or obstruct other infrastructure including any manholes, inspection pits, fire hydrants, water or electrical substations, drainage gullies, water channels or other services in the verge area for which access may be reasonably required.

Temporary Fencing

If utilising temporary fencing; it must be structurally sound and stable; must not obstruct the use of a footpath and located no closer than 0.5m to a kerb, crossover, footpath or street tree.

Public Liability Insurance for the Verge Area

The applicant must have valid public liability insurance (min. coverage \$10 000 000) for the duration of the permit.

Once Works are Complete and Verge Use has ceased

On completion of the works it is a condition of approval, that the City's Building Services are notified to undertake an inspection to ensure that no damage has occurred to City infrastructure. Applicants must leave the verge cleared of all materials including sand, and returned to the level existing prior to commencement of the works. Any damage caused within the road reserve is to be rectified to the satisfaction of the City.

Please note that if all the above information is not provided in full, your application may be returned.