

Policy number	Policy 352
Policy title	Parking work zones at building sites
Strategic outcomes supported	EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around.

Policy objective:

To provide for the management of parking work zones at building sites and to enable service and maintenance of high-rise apartments within the Burswood Peninsula area.

Policy scope:

This policy applies to any person wishing to use the verge area, unmarked, or marked parking bays during works / maintenance on an adjoining property.

Policy definitions:

Work zone: verge area, unmarked or marked parking bays adjoining property where temporary construction, demolition, maintenance or commercial works are undertaken.

Policy statement:

Types of permits

1. Temporary work zone permit
2. Annual maintenance permit (Burswood Peninsula precinct)

Applicable fees and documentation

3. The relevant fee as stated in the Town's Schedule of Fees and Charges is required to be paid in full on application.
4. The relevant application form must be completed in full.
5. The application fee will not be refunded for incomplete or unsuccessful applications.
6. Refunds do not apply for unused permits.
7. Refunds will not be provided for permits revoked by the Town, where permits are found to be misused.

Global Terms and Conditions

8. The Town's paper permits are being transitioned to digital permits.
9. Digital permits must be maintained by the applicant.
10. Permits cannot be used in parking bays where parking fees are payable.
11. Permits can only be used in the streets or areas as granted by the permit.
12. A permit does not guarantee the holder a parking space.
13. All permits held by the applicant will be revoked if misused .

14. Aside from the specific exemption which forms part of the permit, permit holders must comply with the Town of Victoria Park *Vehicle Management Local Law 2021*. Non-compliance may result in infringement/s being issued. Ongoing non-compliance may result in the permit being revoked and/or enforcement action being undertaken.
15. Parking Permits will not be issued to:
 - a. Heavy or Long Vehicles,
 - b. Caravans/Motorhomes/Campervans,
 - c. Boats,
 - d. Trailers,
 - e. Taxis, or
 - f. Buses.
16. This policy should be read in conjunction with the provisions of the:
 - a. *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*
 - b. *Vehicle Management Local Law 2021*.

Permits

Work zone permit

Purpose

17. To provide temporary construction, demolition, maintenance of commercial works contractors with an exemption to access parking near the works properties that has sign-posted restrictions.
18. Are available Town wide and are for defined periods of time only.
19. Are on an individual vehicle / bay basis.

Application Process

20. A written application is to be submitted two (2) weeks prior to commencement of the work zone being required to define the site, day of week and time of day.

Specific Terms and Conditions

21. Traffic management may form a requirement of the work zone permit and is at the discretion of the Town.
22. Under the Town's Activities on Thoroughfares and Trading in Public Places Local Law 2000 it is an offence to obstruct a thoroughfare (which includes the verge area) or store equipment and or materials on it without a permit.
23. It is also an offence to damage the Town's infrastructure (examples include but are not limited to: road pavement, paving, kerbs , footpaths, drains, street trees (AS 4970-2009), plants in the thoroughfare. The *Activities on Thoroughfares and Trading in Public Places Local Law 2000* provides a series of penalties for breaches.
24. This policy attempts to prevent this damage by setting out the following conditions:
 - c. Any damage resulting from use of the permit will be reinstated at the cost of the applicant.
 - d. Vehicles only engaged in temporary construction, demolition, maintenance or commercial works will be permitted to utilise the work zone.
 - e. Such vehicles will be permitted to occupy the work zone for such time as is sufficient to effect their operations.
 - f. Unauthorised private vehicles found within the work zone may be issued with an infringement under the provisions of the Town's local laws.

- g. Unless expressly permitted, observance of 'No Stopping' and 'No Parking' conditions shall be adhered to at all times.
- h. The approved permit does not allow:
 - i. The placing of waste disposal bins or storage of other material within the work zone
 - ii. Temporary or site toilets within the work zone
- i. The Town is to be advised when the permit is no longer required.
- j. Where practical, work zone signage will be erected at the start and at the end of the work zone.
- k. The work zone signs shall be in accordance with Australian Standards 1742.11/2016 as shown in Schedule A.

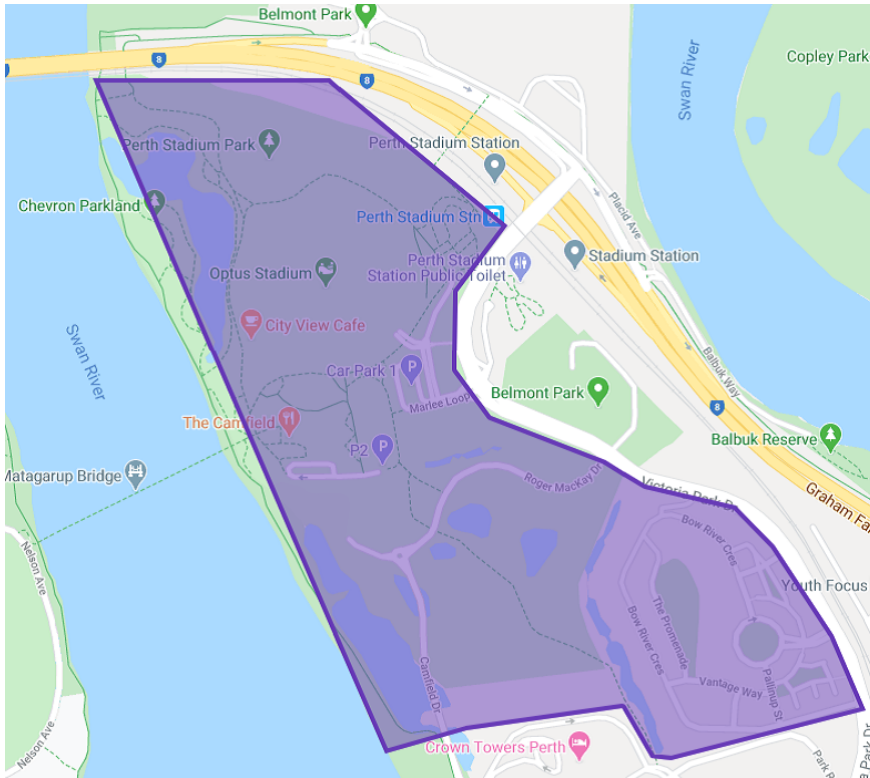
25. The applicant shall:

- i. Where applicable, install and remove the required signage as specified by the Town or alternatively pay for installation and removal of any approved 'Work Zone' signage, prior to the commencement of and immediately after the cessation of the work zone; and
- ii. Reinstatement the damaged infrastructure as outlined in the Utility Providers Code of Practice for Western Australia 2018 and the Restoration and Reinstatement Specification for Local Governments in Western Australia 2002 and to the satisfaction of The Town.

Ongoing maintenance permit

Purpose

- 26. To provide an exemption to access parking in the Burswood Peninsula precinct for periodic maintenance purposes of the high-rise apartments.
- 27. Annual ongoing maintenance permits are valid for up to 10 vehicles.
- 28. Are applicable within the Burswood Peninsula area only and are for the maintenance of high-rise apartments within this precinct, that are impacted by Event Permits. See map below:



Application Process

29. Annual ongoing maintenance permit: A written application is to be submitted 2 weeks prior to commencement of maintenance and is valid for a period of 12 months.

Related documents

[Town of Victoria Park *Vehicle Management Local Law 2021*](#)

[Town of Victoria Park *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000 Fees and Charges*](#)

Responsible officers	Coordinator Parking and Rangers
Policy manager	Manager Business Services
Approval authority	Council
Next evaluation date	

Revision history

Version	Action	Date	Authority	Resolution number	Report number
1	Adopted	15/12/2020 (effective 01/07/2021)	Council	596/2020	Item 15.3

2	Reviewed and amended	12/04/2022	Council	73/2022	Item 15.5
3	Reviewed and amended		Council		Item

Schedule A – Signage to be implemented

An example of the signage to be installed at the applicants cost.

