

Policy number	Policy 352
Policy title	Temporary vehicle stands at building sites
Strategic outcomes supported	EN2 – A safe, interconnected and well-maintained transport network that makes it easy for everyone to get around. EN5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.

POLICY OBJECTIVE:

To provide for the management of temporary vehicle stands and work zones at building sites

POLICY SCOPE:

This policy applies to any person wishing to use the verge area or parking bays during major work on an adjoining property.

DEFINITIONS:

Nil.

POLICY STATEMENT:

1. Temporary authorised work zones adjacent to building sites may be provided as required for demolition and/or during the construction period for the delivery of materials to the site. A written application is to be submitted 2 weeks prior to commencement of the work zone being required. Application to define the site, day of week and time of day.
2. Under the Town's Activities on Thoroughfares and public places local law it is an offence to obstruct a thoroughfare (which includes the verge area) or store equipment and or materials in on it without a permit.
3. It is also an offence to damage the Town's property in the thoroughfare. The local law provides a series of penalties for breaches.
4. Damage to the Town's property in the verge area such as road pavement, paving, kerbs, footpaths, drains, street trees, plants and the like is often caused by building and or demolition works.
5. This policy attempts to prevent this damage by setting out the standards conditions in a permit given to a person to use the verge area during building and or demolition works.

6. The conditions which apply to the provision of a work zone permit are as follows:-
- (a) vehicles only engaged in the loading/unloading of building materials will be permitted to utilise the work zone;
 - (b) such vehicles will be permitted to occupy the work zone for such time as is sufficient to effect their operations;
 - (c) unauthorized private vehicles found within this work zone may be issued with an infringement under the provisions of the Town's local laws;
 - (d) strict observance of 'No Stopping' and 'No Parking' conditions shall be adhered to at all times;
 - (e) the approved work zone does not permit the placing of waste disposal bins or storage of other material on the carriageway;
 - (f) non-compliance with any of the above conditions may result in the cancellation of the authorised work zone and the imposition of other penalties as prescribed by the Town's local laws;
 - (g) the Town is to be advised when the work zone is no longer required;
 - (h) the construction work zone will not be valid until the required signage has been erected at the start and at the end of the parking bays area to be used, immediately adjacent to the building site;
 - (i) the construction work zone signs shall be in accordance with Part 11 of AS 1742- Parking Controls as follows;
 - (j) 'Work Zone' signs are to be placed at the start of the parking bays immediately adjacent to the construction site. Signs are to be in accordance with the requirements of AS1742, Part 11 - i.e. minimum of 250mm wide by a minimum of 450mm deep; and
 - (k) the applicant shall:
 - (i) pay the Fee prescribed in the Council's Annual Budget; and
 - (ii) install and remove the required signage as specified by the Town or alternatively pay for installation and removal of any approved 'Construction Work Zone' signage, prior to the commencement of and immediately after the cessation of the work zone

- (iii) the applicant is also responsible to return the area back to its original condition or better

7. Temporary or site toilets must not be installed on the verge area and will not be covered by this permit.
8. This policy should be read in conjunction with the provisions of the parking local law

RELATED DOCUMENTS:

Vehicle Management Local Law 2020

Policy manager	Manager – Business Services
Responsible officers	Coordinator – Parking and Rangers
Approval authority	Council
Next Evaluation Date	

REVISION HISTORY

Version	Approved, Amended, Rescinded or Reviewed	Date	Authority	Resolution Number	Key Changes/Notes
1	Approved	12/08/1997	Council	-	Item 14.3
1	Reviewed	15/08/2006	Council	-	Item 4.1
1	Reviewed	09/07/2013	Council	-	Item 10.1
1	Reviewed	11/08/2015	Council	-	Item 10.1
2	Reviewed and Amended	20/08/2019	Council	148/2019	Item 10.1



SCHEDULE A - SIGNAGE TO BE IMPLEMENTED

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

