

Policy number	Policy 352
Policy title	Parking work zones at building sites
Strategic outcomes supported	EC1 – Facilitating a strong local economy EN6 – Improving how people get around the Town

Policy objective:

To provide for the management of parking work zones at building sites

Policy scope:

This policy applies to any person wishing to use the verge area, unmarked or marked parking bays during works 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:

1. Temporary authorised work zones adjacent to building sites may be provided as required for temporary construction, demolition, maintenance, or commercial works. A written application is to be submitted 2 weeks prior to commencement of the work zone, providing information on the site, day of week and time of day the works are to be undertaken.
2. 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.
3. It is also an offence to damage the Town's property in the thoroughfare. The *Activities on Thoroughfares and Trading in Public Places Local Law 2000* 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 temporary construction, demolition, maintenance or commercial works.
5. This policy attempts to prevent such damage by setting out the standard conditions in a permit given to a person to use the verge area during temporary construction, demolition, maintenance or commercial works.
6. The conditions which apply to the provision of a work zone permit are as follows:
 - a. vehicles only engaged in temporary construction, demolition, maintenance or commercial works 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 affect their operations;
 - c. unauthorised private vehicles found within the work zone may be issued with an infringement under the provisions of the Towns local laws;

- d. unless expressly permitted, observance of “No Stopping” and “No Parking” conditions shall be adhered to at all times.
 - e. the approved work zone does not permit:
 - 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;
 - f. the Town is to be advised when the work zone permit is no longer required;
 - g. where practical, work zone signage will be erected at the start and at the end of the work zone;
 - h. the work zone signs shall be in accordance with Australian Standards 1742.11/2016;
 - i. the applicant shall:
 - i. pay the fee prescribed in the Towns published Fees and Charges;
 - ii. 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
 - iii. return the area to its original condition or better.
 - j. non-compliance with any of the above conditions may result in the cancellation of the work zone permit and the imposition of other penalties as prescribed by the Town's local laws.
7. 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.*

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](#)

Responsible officers	Coordinator Parking and Rangers
Policy manager	Manager Business Services
Approval authority	Council
Next evaluation date	October 2027

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	15/10/2024	Council	258/2024	Item 11.3