Building Services – Deposit Building Material on, Erect Scaffolding or Excavate Near a Street

Local Government (Uniform Local Provisions) Regulations 1996
Activities on Thoroughfares and Public Places and Trading Local Law 2011

OFFICE USE ONLY

Permit No#	

Applicant details

Name:			
Business name (if applicable):			
Address:			
Telephone:		Mobile:	
Email address			
Signature:		Date:	

Property details

All owner's names:					
House #		Lot #		Unit #	
Street name:					
Suburb:		Postcode:			
Local Government area:					

Works details

Dates required

From:		To:	

Detail of works – tick applicable

☐	Deposit of Building Material on a Street – list type of materials below
☐	Excavation Near a Street – provide reason below
☐	Erection of Scaffolding – provide reason below

Maximum area of the street / footpath which may be enclosed / covered

Frontage (m):		Width (m):		Height (m):	
Total area:		m2			

Are works expected to cause closure of roads / footpaths / parking bays* ☐ **YES** ☐ **N/A**

Dates of closure:

From:		To:	

☐	Road closure – include details below:
☐	Footpath / parking bays – include details below:

** A Traffic Management Plan is required for all works closing a road, footpath and/or parking bays*

Required documentation

Site Plan (location)

Traffic Management Plan **as required*

Fees

Fee	Amount payable
$115 application fee	$115.00
$1 per m²* per month (or part of a month) *of area enclosed by any hoarding, fence scaffold / covered area	

DO NOT provide credit card details with your form, staff will phone the applicant to collect credit card details.
If you haven't been contacted for payment within five (5) days of submission – please phone: 6820 3040

Email the completed application to builders@albany.wa.gov.au

Privacy Collection Notice

The City of Albany collects your personal information to deliver services and meet our legal obligations under relevant laws.

We handle your information in line with the Privacy and Responsible Information Sharing Act 2024. Your information is stored securely, kept only as long as needed, and may be shared with other government agencies if required or permitted by law.

You can request access to or correction of your personal information at any time.

Contact:
City of Albany Privacy Officer
Phone: 08 6820 3000
Email: prisproject@albany.wa.gov.au

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Cashier Receipt:		Date:		Signed:	
Eng – comments required:	☐ Yes ☐ No			Signed:	
Bld – Approved	☐ Yes ☐ No	Date:		Officer	