

## Public Space Occupation

Industrial Bin, Building Materials, Erect Hoarding, Scaffolding and/or Temporary Fencing  
Application Form



**A FEE OF \$52.50 IS REQUIRED WHEN LODGING THIS APPLICATION FORM**

### Public Space Occupation Address:

\_\_\_\_\_  
Street Number & Name Suburb Postcode

### **Applicant**

\_\_\_\_\_  
Title First Name Last Name

### **Postal Address** (if different to above)

\_\_\_\_\_  
Street Number & Name Suburb Postcode

**Phone Number** \_\_\_\_\_ **Email** \_\_\_\_\_

### Public Space Occupation Details:

☐ Mini Skip ☐ Container ☐ Fencing ☐ Other:

### Proposed Storage Dates

**From** \_\_\_\_\_ **To** \_\_\_\_\_  
*Maximum of three days only permitted*

### Storage Company:

**Name** \_\_\_\_\_ **Contact Details** \_\_\_\_\_

### Area to be occupied:

\_\_\_\_\_ (Length) x \_\_\_\_\_ (Width) x \_\_\_\_\_ (Depth)

Does this application relate to a Development Application? ☐ Yes ☐ No

If yes, please provide Development Application Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### Submitting an application to Council:

- Mail (Cheque or Mail Order)  
Make cheque or mail order payable to: City of Mitcham and mark 'Not Negotiable'. Mail payments to: City of Mitcham, PO Box 21, Mitcham Shopping Centre, Torrens Park, SA 5062
- In Person  
Present the application form with payment at the Customer Service Centre, City of Mitcham, 131 Belair Road, Torrens Park, SA 5062. EFTPOS and credit card facilities are available.

**Please Note:** written approval is to be given from Council, prior to the commencement of work on site. (Please allow at least 10 working days)

Street Address:  
131 Belair Road  
Torrens Park SA 5062

Postal Address:  
PO Box 21  
Mitcham Shopping Centre  
Torrens Park SA 5062

Phone: (08) 8372 8888  
Fax: (08) 8372 8101  
mitcham@mitchamcouncil.sa.gov.au  
www.mitchamcouncil.sa.gov.au

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**Please provide details and a location sketch or attach a plan, including:** dimensions, boundaries, roads, footpaths, trees, parking controls, driveways, etc.

A traffic control plan is required if works affect pedestrian or vehicular traffic.

A large, empty rectangular box with a thin black border, intended for a location sketch or plan. It occupies the majority of the page below the text instructions.

**THIS PERMIT IS ONLY GRANTED IN ACCORDANCE WITH THE FOLLOWING CONDITIONS:**

1. The applicant shall indemnify the Council against any claim, losses and expenses incurred by the Council as a result of the holder carrying out, or failing to carry out activities pursuant to or contrary to this permit.
2. The applicant must obtain a copy of their public risk insurance policy from the supplier and/or building/home contents insurance, insuring the applicant for not less than AUD \$10m against any claim, losses and expenses the holder may incur as a result of carrying out or failing to carry out activities pursuant to or contrary to this permit and shall note the indemnity granted by the holder in favour of Council. That the insurance company endorses the wording of this clause and has it included in the document to be sighted by the Council Administration.
3. This permit is not valid unless and until the endorsed insurance policy referred to in point 2 above is attached to this permit.
4. The applicant must ensure that the area is adequately lit and that adequate barriers and warning devices are installed at all times. If placement impacts on vehicle/pedestrian access, applicant shall include a work zone traffic management plan (documenting how you intend to manage the work zone).
5. The applicant is to take all safety and protective measures and do all things necessary to prevent accidents or injury to persons, or damage to private property or infrastructure.
6. Nothing shall extend outside the approved area referred to in this permit. The occupation and all extraneous material must be removed by the expiry date and the road and/or footpath left clean and tidy.
7. This permit may be revoked at any time by the Council if the permit holder fails to comply with a condition of the permit, a direction of Council or for any other reason.
8. Parking restrictions are to be observed at all times in relation to the placement of the occupation i.e. clearways, no stopping zones. The vision of motorists is not to be obstructed.
9. In issuing a permit for the temporary occupation on or over Council land, Council does not accept liability for damages or losses from the occupation. The applicant accepts responsibility for any damage to roadway, footpath or other structures as a result of the occupation or removal.
10. If the public space occupation is approved for on a footpath, appropriate measures must be in place to allow safe passage of pedestrians past the placement and maintaining a minimum distance of 1.5 metres between the occupation and any obstacle i.e. fence, road, building or tree.

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I / We the undersigned acknowledge that I / we have read and understood the Permit General and Conditions and agree to abide by all the Conditions as above.

**Signature of applicant** ..... **Date** .....

**Name** (Please print) .....

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