www.denmark.wa.gov.au
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953 South Coast Highway (PO Box 183), Denmark WA 6333

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Application no: _____

Application for a Permit to Install a Fixture on a Footpath or a Road Reserve

APPLICANT DETAILS **Date:** _____

Name: _____

Postal Address: _____

Phone: _____ Email: _____

Business Name: _____

ABN: _____

Fixture Details

Location of Proposed Fixture: _____

Type of Fixture: _____

Will the Fixture be: Secured ☐ Unsecured ☐ Permanent ☐ Temporary ☐

Purpose of Installation: _____

_____

Please attach a site plan or diagram showing proposed location and dimensions

Diagram sketch of fixture with dimensions

Conditions

Plan of proposed fixture location including distance to property boundaries

Supporting Documents Required

- Sketch of fixture with dimensions or manufacturer's diagram.
- Site Plan / Sketch of proposed fixture location and dimensions.
- Proof of Public Liability Insurance (minimum $20 Million).
- Photographs of proposed location (Optional).

Important Notes:

- Please refer to fixture specifications on page 4 of this document for details of allowable fixtures.
- No fixture shall be installed without a valid permit issued by the Shire.
- This permit is valid for 12 months unless otherwise stated.
- Permit renewal fees must be paid annually by the due date. Renewal notices will be sent to permit holders 6 weeks prior to renewal.
- All fixtures must comply with accessibility standards and not impede pedestrian movement.
- All fixtures must be readily moveable at applicants' expense upon request by the Shire.
- Non secured items must be removed at end of business hours daily.
- The Shire of Denmark reserves the right to revoke or alter the terms of the permit.
- This permit must be kept at the permit holder's premises and be available upon request.
- Any non-approved fixtures may be removed by the Shire of Denmark at the landowner's cost.
- Processing time may be up to 4 weeks from date of submission.

I hereby certify that the information provided is true and correct, and that the proposed installation will comply with relevant legislation, accessibility requirements, and Shire specifications.

Endorsed by …… (Applicant)

Date……

Office Use Only

Assessment No: _____ Application No: _____

PLANNING

Assessed by: _____

Comments:_____
_____
_____
_____
_____
_____

Alfresco Dining Approval In Place Yes ☐ No ☐

Supported Yes ☐ No ☐

Signature: _____ Date: _____

TECHNICAL SERVICES

Assessed by: _____ Inspection Date: _____

Comments:_____
_____
_____
_____

Signature: _____

Permit Approved Yes ☐ No ☐

Permit Conditions/Notes:
_____
_____
_____

Manager Technical Services:_____ Date:_____

FOOTPATH FIXTURE SPECIFICATIONS

To maintain public safety, accessibility and amenity, all fixtures must adhere to the following minimum specifications.

1 – Pedestrian Clearance

- A minimum clearance of 2000mm must be always maintained on the footpath for safe pedestrian movement.

2 – Fixture Placement:

- Fixtures must not obstruct sight lines at intersections or crossings.
- No items are to be placed within 500 mm from back of kerb or tactile paving.
- Items must be located wholly within the applicant's property frontage unless otherwise approved.
- Fixture must not exceed a maximum height of 1000mm.
- Fixture must not exceed a maximum weight of 50kg.

3 – Design & Material:

- Fixtures must be of high-quality commercial-grade materials.
- Items must be safe, weather-resistant, and secure.
- No sharp edges, protrusions or removable items are permitted on the fixture.
- Fixture must not negatively impact on the streetscape and appearance of the area.
- Must not damage Shire footpath or any Shire assets.

4 – Accessibility:

- Fixtures must not impede access for people with disabilities.
- Clearance of 1000mm must be maintained from pram ramps, handrails, and footpath gradients.

5 – Maintenance:

- Fixtures must be maintained in clean, good condition by the permit holder.
- The permit holder is responsible for any damage to public infrastructure resulting from the installation.