



Skip Permit summary and Conditions

Permit summary

A skip permit approves placement of a skip in an on-road parking bay within the City of Melbourne.

As a permit holder, your key responsibilities are to ensure skips:

- are only placed or collected between 7am-7pm Monday to Friday and 8am-3pm Saturday
- do not stand on the road at any time a restricted parking condition applies
- do not obstruct or impede access, activity or the lines of sight of road users
- are highly visible, clean and clearly marked with owner identification.

This summary is subject to any requirements or conditions set out during the application process and subject to the full conditions set out in the permit. We encourage you to take a few moments to read the **full conditions**, as these will impact the conduct of your activities and help you avoid a fine, delays or cancellation of the permit.

You can visit our website for more information on [skip permits](#)¹.

¹ melbourne.vic.gov.au/building-and-development/planning-and-building-services/construction-development/Pages/skip-bins-containers-on-road.aspx

Permit Conditions

In this permit:

“skip” means a skip, bin, container or the like (including those with wheels affixed), used for the delivery, collection, storage, removal or handling of items including but not limited to building materials, waste and recycling.

“we”, “us”, “our” and “Council” refers to Melbourne City Council,

“you” and “your” refers to the applicant/permit holder.

1. Compliance

- a. You must comply with [Council's Local Laws](#)², any obligation imposed by our [Code of Practice for Building, Construction and Works](#) (the Code)³, any conditions of Construction Management Plan approval and this permit.

2. Specific conditions

- a. You must comply with any approved closures shown in traffic management plans forming part of this permit.

3. Application

- a. Space occupied by a skip and any other space needed to open a skip, or to be kept clear for the loading or unloading of a skip (such as an adjacent parking bay) must be included in your application.

4. Placement / location

- a. You must not place a skip in public space without a permit.
- b. Unless otherwise indicated on this permit, a skip can only be placed or collected between 7am and 7pm Monday to Friday; and between 8am and 3pm Saturday.
- c. A skip must be placed in front of the nominated property address or as otherwise shown in your application. If this location is not available, you must place the skip in the nearest possible location that complies with these conditions and supports the safe movement of materials between the property and the skip.
- d. A skip must be placed parallel to the kerb within a parking bay or loading zone. The skip must not exceed the dimensions of a parking bay or encroach on a road or a bike lane. Where there are no marked lines for the parking bay, the skip must not exceed 2.2 m in width.
- e. A skip must not be placed where the stopping or parking of a motor vehicle is prohibited under the Road Safety Road Rules 2017 (Victoria). Skips must not be placed in or encroach on:
 - Clearways and No Stopping areas (including bike lanes)
 - within 20 m of an intersection with traffic lights, and 10 m of an intersection without traffic lights
 - 20 m before and 10 m after a school crossing, pedestrian crossing or bus stop
 - 10 m before a tram safety zone or tram stop, and 10 m after a tram safety zone
 - within 20 m of a railway crossing
 - footpaths, nature strips, median strips or dividing strips
 - Bus, Taxi, Mail or Permit Zones
 - accessible parking bays (areas reserved for people with disabilities)
 - Bourke Street Mall
 - Swanston Street (between Flinders and La Trobe Streets).
- f. A skip must not be placed where parking signs show 'Reserved Parking Permit Holders Excepted', unless you have the express permission of the Reserved Parking permit holder.
- g. A skip must not be placed in a laneway where we operate a garbage compactor, and must not prevent or impede the collection of our recycling hubs. [Locations of these facilities can be viewed on our website](#)⁴.
- h. A skip must not stand on the road at any time when a restricted parking condition applies. Any time allowed by a permit stops when a restricted sign starts. For example, if a parking sign shows 2P, with

² melbourne.vic.gov.au/about-council/governance-transparency/acts-local-laws/Pages/local-laws-2019.aspx

³ melbourne.vic.gov.au/buildingcodeofpractice

⁴ melbourne.vic.gov.au/business/waste-recycling/Pages/garbage-compactors-recycling-hubs.aspx

a Clearway operating between 4.30pm and 6.30pm, a skip is not permitted to be in that area from 4.30pm to 6.30pm.

- i. A skip must not block or impede the visibility of the road for vehicles entering or exiting any property.
- j. A skip must not block any stormwater pit or channel.
- k. Unless permission is specifically granted, a skip placed in a laneway must provide a minimum of 3 m clearance for the unobstructed movement of traffic.

5. Visibility, cleanliness and standards

- a. You must comply with VicRoads' [Code of Practice for Placement of Waste Bins on Roadsides](#), including, but not limited to, information about locations, visibility and responsibilities.⁵
- b. A skip must be marked in the top corners of all external sides with 50 mm yellow retroreflective adhesive tape. Tape should be applied in an inverted 'L'-shape measuring 200 mm across and 350 mm down.
- c. A skip must be of rigid construction and free of external catch points. Material placed in a skip must not alter its exterior shape or dimensions.
- d. The current company name and contact telephone number must be clearly displayed on the exterior of any skip in a public place.
- e. You must ensure the road is kept free from any debris or spillage, and any use of the skip does not adversely affect the amenity of the public place.
- f. A skip must not be washed in or on any road or public place or into any drain.
- g. Materials spilt on to the roadway or the footpath must be cleaned up immediately. Hoses must not be used for this purpose.

6. General conditions

- a. Where required by us, you must maintain a comprehensive [public liability insurance policy meeting our requirements](#)⁶ for the duration of this permit.
- b. You must ensure works are carried out safely and in compliance with our [Activities Local Law 2019](#), the Code, any conditions of Construction Management Plan approval and this permit.⁷
- c. This permit is not transferable. It must be held on site and be produced on request by an authorised officer of Council or member of Victoria Police. You must comply promptly with any notices and instructions.
- d. Any variation required to a permit must be submitted to and approved by us in writing prior to any change or variation of activity.
- e. This permit does not exempt you from compliance with our Local Laws or relevant parking laws.
- f. All activities under this permit must be undertaken during the hours stated herein, or in accordance with a relevant out of hours permit.
- g. You are responsible for ensuring all permit details are correct as no refunds will be considered after the date of permit issue.
- h. We reserve the right to amend, suspend or cancel this permit at any time.
- i. We reserve the right to remove any skip that does not comply with these conditions or is placed without a valid permit. Costs incurred for removal and storage will be borne by the skip owner.

⁵ www.vicroads.vic.gov.au/business-and-industry/design-and-management/guidelines-for-placement-of-skips-on-roadsides

⁶ melbourne.vic.gov.au/about-council/governance-transparency/policies-protocols/Pages/public-liability-insurance.aspx

⁷ melbourne.vic.gov.au/activitieslocallaw