



Application for a Works Within Road Reserve Permit

If the works are being conducted adjacent to a road owned and maintained by Regional Roads Victoria (RRV), you will need to apply for a Planning Permit – [Planning Permits \(bawbawshire.vic.gov.au\)](http://bawbawshire.vic.gov.au)

Please contact the Baw Baw Shire Planning Department on 5624 2411 if you require further information.

Section 1: APPLICANT DETAILS

Name:						
Postal address:						
	Town:				Postcode:	
Telephone No.	(H)		(W)		(M)	
Email address:						

Section 2: PROPERTY OWNER DETAILS (if not applicant)

Name:						
Postal address:						
	Town:				Postcode:	
Telephone No.	(H)		(W)		(M)	
Email address:						

Section 3: DETAILS OF PROPOSED WORKS

Street address of works to be conducted:					
	Town:				Postcode:
Description of Works:					
Name of organisation or person carrying out works:					

Are these works for a planning / subdivision permit?	<input type="checkbox"/> Yes (please attach documentation)	<input type="checkbox"/> No
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Section 4: CHECKLIST

<input type="checkbox"/> Site plan of proposed works	<input type="checkbox"/> Permit # if works for a planning/subdivision permit
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APPLICATION CONDITIONS:			
1.	Works must not commence prior to a Works Within Road Reserve permit being received by the applicant		
2.	The party responsible for undertaking the nominated works shall carry and present the permit upon request from an authorised Council Officer.		

Details of Work	Fee	Bond*	Select works
Service connection (i.e.: water gas utility)	\$185	\$1000-\$3000	
Hoarding	\$185	\$1000-\$3000	
Road Opening	\$185	\$1000-\$3000	
Road Reserve Occupation	\$185	\$1000-\$3000	
Removal of Vegetation **NOTE a planning permit may be required.	tba	\$0-\$1500	
Other – Please provide details	\$185	\$0-\$3000	

***BOND amount will be confirmed upon assessment of the application. An invoice will be issued, and payment is required before a permit will be sent.**

DECLARATION BY APPLICANT

I, the applicant, being the responsible person hereby apply to the Baw Baw Shire Council for a Works Within Road Reserve Permit under Council's Community Local Law 2016 and agree to:

- Indemnify Council, its servants and agents against any loss, damage, expenses, claims, demands, actions and causes whatsoever sustained by any person or body for injury, loss or damage arising in any manner from works performed under a permit (if approved).
- Carry out the work in accordance with the conditions that will be provided in a permit (if granted) and understand that these are legally binding conditions.
- Carry out the work in the accordance of Baw Baw Shire Council's construction standards as provided in its standard drawings.
- Pay, upon request, any increased costs incurred by the Council for completing and/or making safe any faulty or unattended reinstatement works or for any additional inspection of the works that may be necessary.
- Complete all works to the satisfaction of the Responsible Authority.

I declare that I am the applicant and that all the information in this application is true and correct; and the owner (if not myself) has been notified of this permit application and has given permission to apply for and carry out works associated with this permit application.

Signed:	Date:
Name:	Permit charges:

PLEASE FORWARD THIS APPLICATION TO

E-mail:	works@bawbawshire.vic.gov.au
Mail:	Civil Asset Planning Baw Baw Shire Council PO Box 304 Warragul VIC 3820
Phone:	(03) 5624 2411
In Person:	Customer Service Centre: 33 Young Street, Drouin

OFFICE USE ONLY

Fee	Date received	Received by	Permit number
Permit - \$185			
Bond - \$			

IMPORTANT INFORMATION

Your application will be processed within 5 - 10 business days of receipt. If you have any questions, or require assistance completing this form, please contact Asset Protection on 5624 2411.

PRIVACY STATEMENT

The personal information requested on this form is being collected to enable Council to consider the permit application. Council will use this information for this purpose, or one closely related, and may disclose this information by law in accordance with the *Privacy and Data Protection Act 2014*. The applicant may apply to Council for access and/or amendment of the information by contacting Council's freedom of information/privacy officer on 5424 2411.

List of RRV roads in Baw Baw Shire

Alfred Street	Queen St - Normanby Pl	WARRAGUL
Ashby Street (Mirboo Nth-Trafalgar Rd)	Princes Hwy - School Rd	TRAFALGAR
Bloomfield Road	Queen St - Main Neerim Rd	NILMA - CROSSOVER
Brandy Creek Road	Sutton St - Main Neerim Rd	WARRAGUL - ROKEBY
Contingent Street (Mirboo Nth-Trafalgar Rd)	School Rd - Giles Rd	TRAFALGAR
Darnum Overpass (Darnum-Shady Creek Rd)	Main Street - Silbys Road	DARNUM
Drouin Road (Longwarry-Drouin Rd)	Thornell Rd - Mackey St	LONGWARRY
Drouin-Korumburra Road	Westernport Rd - shire boundary (with 5th Gippsland Shire)	DROUIN STH - ATHLONE
Henty Street	Mt Baw Baw Tourist Rd - Loch Valley Rd	NOOJEE
Howitt Street (South Rd)	Bona Vista Rd (roundabout) - Alfred St	WARRAGUL
Kennedy Street (Longwarry-Drouin Rd)	Princes Ave - railway line crossing	LONGWARRY
Kennedy Street (Koo Wee Rup-Longwarry Rd)	railway line crossing - Sanctuary Crt	LONGWARRY
Knotts Siding Road (Tyres-Thomson Valley Rd)	Moe Rawson Rd - Tyres-Walhalla Rd	RAWSON
Koo Wee Rup-Longwarry Road	Sanctuary Crt - Chambers Rd	LONGWARRY - MODELLA
Korumburra-Warragul Road	Landsborough St - shire boundary (with 5th Gippsland Shire)	WARRAGUL - STREZELECKI
Loch Valley Road	Henty St - Tooronga Rd	NOOJEE - LOCH VALLEY
Longwarry-Drouin Road	Wellwood Rd - Thornell Rd	DROUIN - LONGWARRY
Mackey Street (Longwarry-Drouin Rd)	Drouin Rd - Princes Ave	LONGWARRY
Main Neerim Road	Princes Way - Yarra Junction-Noojee Rd/Mt Baw Baw Tourist Rd intersection	DROUIN - PIEDMONT
Main South Road (Drouin-Korumburra Rd)	Princes Way - Westernport Rd intersection	DROUIN - DROUIN SOUTH
Mirboo North - Trafalgar Road	Slatters Rd - shire boundary (with 5th Gippsland Shire)	TRAFALGAR/THORPDALE/DELBURN
Moe-Rawson Road (Moe-Walhalla Rd)	Thomson Valley Rd - shire boundary (with LaTrobe Shire)	RAWSON - WESTBURY
Moe-Willow Grove Road	Willow Grove Rd - Moe-Rawson Rd	WILLOW GROVE - TANJIL SOUTH
Morwell-Thorpdale Road	Mirboo North-Trafalgar Rd - shire boundary (with LaTrobe Shire)	THORPDALE - NARRACAN
Mt Baw Baw Tourist Road	Yarra Junction-Noojee Rd - Mt Baw Baw Village	PIEDMONT/NOOJEE/BAW BAW VILLAGE
Nar Nar Goon-Longwarry Road	Kennedy St - Martin Rd	LONGWARRY
Old Sale Road	Princes Way - Main Neerim Rd	DROUIN WEST
Princes Avenue	Mackey St - Sand Rd	LONGWARRY
Princes Freeway	ALL	ALL
Princes Highway	ALL	ALL
Princes Way	Old Sale Rd - Hunter Cres	DROUIN WEST - WARRAGUL
Queen Street (extension)	Normanby Pl - Nilma Fwy overpass & roundabout	WARRAGUL - NILMA
Queen Street (Drouin-Warragul Rd)	Hunter Cres - Smith St	WARRAGUL
Sand Road	Princes Ave - Princes Way	LONGWARRY - LONGWARRY NORTH
Seven Mile Road (Willow Grove Rd)	Waterloo Rd - Settlement Rd	TRAFALGAR
Smith Street	Queen St - Victoria St	WARRAGUL
Thomson Valley Road (Tyres-Thomson Valley Rd)	Moe Rawson Rd - Thomson Dam Access Rd (inc School Rd, Erica)	AMOR - BAW BAW
Thorpdale Road (Mirboo Nth-Trafalgar Rd)	Giles Rd - Slatters Rd	TRAFALGAR
Tyres-Walhalla Rd (Tyres-Thomson Valley Rd)	Knotts Siding Rd - shire boundary (with LaTrobe Shire)	RAWSON - MOONDARRA
Victoria Street (Brandy Crk Rd)	Smith St - Sutton St	WARRAGUL
Walhalla Road	Tyres-Walhalla Rd - the end of Main Rd in Walhalla	ERICA - WALHALLA
Waterloo Road	Ashby St - Seven Mile Rd	TRAFALGAR
Wellwood Road (Longwarry-Drouin Rd)	Princes Way - Longwarry Rd	DROUIN
Westernport Road	Main Sth Rd - shire boundary (with Cardinia Shire)	DROUIN STH - HEATH HILL
Willow Grove Road	Moe-Willow Grove Rd - Mt Baw Baw Tourist Rd	WILLOW GROVE - ICY CREEK
Willow Grove Road (Seven Mile Rd)	Settlement Rd - Moe-Willow Grove Rd	TRAFALGAR - WILLOW GROVE
Yarra Junction-Noojee Road	Main Neerim Rd - Nayook-Powelltown Rd	PIEDMONT