



WORKS WITHIN ROAD RESERVES

This application is provided in accordance with *Road Management Act 2004* Schedule 7 Road Management (works and Infrastructure) Regulations 2005.

The personal information requested on this form is being collected to enable council to consider the application. Council will use this information for this purpose or one directly related and may disclose this information as required 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 5624 2411

APPLICANT DETAILS

This form is used for application for consent. (Former Road Opening Permit).

Person/Company Name:

Person carrying out the works:

Postal address:

Telephone:

Mobile:

Fax:

Email address:

LOCATION OF WORKS

Street Address:

Town:

Is this a VicRoads Road:

Property owner's name:

Yes *

No

*If works are on an arterial (VicRoads) road a Council Planning Permit may be required (refer to list at the end of this form).

ATTACH DETAILS / PROPOSAL OF WORK

Processing the permit application can take between 5 - 10 Business days (If all information is provided)

Select details of work:

Service Connection: FEE- \$150 BOND- Varies*

Hoarding (safety): FEE- \$150 BOND- \$3,000

Road Pavement Opening: FEE- \$150 BOND- \$3,000

Residential Vehicle Crossing Construction (industrial vehicle crossing that is larger than 8.5 square meters is 20 fee units): FEE- \$150 BOND- No

Rural Vehicle Crossing (rural culvert installation): FEE-\$150 BOND- No

Road Reserve Occupation/Works: FEE-\$150 Bond- \$1,000

Stormwater Connection into Pipe or a Pit: FEE- \$150 BOND- \$1,000

Footpath, Crossing or Kerb & Channel Opening: FEE- \$150 BOND- \$1,000

Removal of Vegetation^: FEE- \$150 BOND- \$1,000

Other - please detail or attach additional information

*Contact Council's Asset Preservation Officer for the bond requirement.

^No tree or other vegetation may be removed from a Council managed road or reserve without prior approval in writing from the council and issue of a specific planning permit (if applicable).

DECLARATION BY APPLICANT

As the owner or agent of the owner of the property to which this permit application applies or an authorised signatory for the above company/business, I the undersigned agree to:

1. Indemnify the Council and keep the Council, its servants and agents indemnified 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 this permit.
2. Carry out the work in accordance with the conditions set out in this permit and Baw Baw Shire Council's construction standards as provided in its standard drawings and confirm my understanding of the binding permit conditions (over).
3. Pay on demand 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.

Signed:

Date:

Name:

Permit Fee Total:

Bond Total:

Property No:

Bond Taken:

Yes

No

Received by:

Receipt Number:

Date:

Approved by:

Authorised Officer Signature:

Date:

This permit is valid only if an authorised officer of Baw Baw Shire Council completes this section and the appropriate fees have been paid and deposits lodged. Your permit will be processed within 5 business days of receipt.

Conditions

1. Works may not commence until after a permit has been issued and no earlier than 48 hours after Council's Asset Preservation Officer has been notified of the proposed works by the applicant or its agent.
2. The granting of this consent (permit) does not exempt the applicant from the requirements of other local, state or commonwealth legislation or policy.
3. The party responsible for undertaking the nominated works shall carry and present this permit upon request from any council authorised officer or member of the Victoria Police Force.
4. Works shall comply with the requirements of all relevant legislation, regulations and standards and industry best practice. In particular, the applicant and/or any agents engaged to perform the works is/are responsible for ensuring compliance of the works and all associated operations with occupational health and safety legislation.
5. The applicant and/or any agents engaged to perform the works shall carry current public liability insurance to the value of at least \$10 million.
6. Traffic management shall be conducted in accordance with a traffic management plan prepared in accordance with the Road Safety Act, Code of practice for worksite safety and other relevant legislative requirements.
7. Where vehicular or pedestrian traffic will be impeded or the safety of traffic or pedestrians may be compromised by the works, a professionally prepared traffic management plan shall be submitted to Council's Authorised Officer at least 48 hours prior to commencement.
8. No excavation shall be made across any road – sealed or unsealed - unless directional or under boring methods have been fully exhausted to the satisfaction of council's asset preservation officer and written approval obtained from the council to undertake open trenching.
9. Open trenching within the drip line of trees is not permitted. In these instances trees must be bored under.
10. Permits are valid for 3 months from the date of issue.

Works on Arterial (Vic Roads) Declared Roads May Require A Planning Permit

Declared roads are under the management of VicRoads. A council planning permit is required for new driveway crossings, culverts and property access points off these roads. Contact Council's Planning Department on 5624 2411 for further information.

Boring under declared roads requires VicRoads approval. Other works on declared roads may require a permit from VicRoads. Contact the VicRoads Traralgon office on 5172 2666 for further information.

Some works on declared roads may require a council asset protection permit. Contact Council's Asset Preservation Officer on 5624 2411 for clarification. The following are the arterial (Vic roads) declared roads within Baw Baw Shire Council's municipal district:

- Bloomfield Road
- Brandy Creek Road (Victoria Street)
- Drouin - Korumburra Road (Main South Road) from Princes Way to Drouin South Primary School
- Drouin Longwarry Road
- Drouin-Warragul Road (Princes Way, Queen Street)
- Kooweerup- Longwarry Road

- Korumburra (Warragul-Korumburra) Road
- Loch Valley Road (Sealed Section)
- Main Neerim Road
- Mirboo North – Trafalgar Road
- Moe-Rawson Road
- Moe-Willow Grove Road
- Morwell-Thorpdale Road
- Mt Baw Baw Tourist Road
- Old Sale Road (Robin Hood to Main Neerim Road)
- Princes Freeway & Princes Highway
- Tyers-Thomson Valley Road
- Walhalla Road
- Westernport Road
- Willow Grove Road
- Yarra Junction-Noojee Road

NOTE fee unit is set by government gazette, contact Councils Asset Preservation Officer for current fee.

Prior to commencing any excavation works the applicant or its agent shall establish the location of all service authority assets by a “Dial Before You Dig” enquiry and liaising with the relevant service authority.