



APPLICATION FORM

RESIDENTIAL BUILDING SITE - CONSTRUCTION HOARDING PERMIT

Permit applications will be processed within **ten (10) business days** of receipt providing all relevant information is received.

(For use by builders when occupying space on footpath or nature strip permit when constructing residential dwellings)

APPLICANT'S DETAILS

Applicant's Name:

Organisation Name:

Organisation's ABN:

Organisation Address:

Suburb: Post Code:

Telephone: Mobile:

Business: Fax:

Email:

I, the applicant am: The director of the above company The site supervisor

PERMIT DETAILS

Commencement Date: Completion Date:

Proposed Site/Address:

Suburb: Post Code:

Type of Works/Activity:

Space Required: Nature Strip Footpath

INFORMATION REQUIRED

Have you attached your Asset Protection? Y N

Have you provided a Certificate of Currency for your Public Liability Insurance. Y N

A PERMIT WILL NOT BE GRANTED IF THE ABOVE DOCUMENTS/INFORMATION IS NOT SUBMITTED WITH YOUR APPLICATION PUBLIC LIABILITY INSURANCE MUST BE FOR A MINIMUM OF \$20 MILLION AND MUST NAME WYNDHAM CITY COUNCIL AS AN INTERESTED PARTY.

FEES NON REFUNDABLE

CALCULATE YOUR FEES HERE

Nature Strip / Footpath Hoarding Fee for 1 month (including administration fee) \$255.00

Every month there after (no pro rata fee applicable) **\$210.00**

X Extra months

Site Sheds - per month (no pro rata fee applicable) \$368.00

X Months

TOTAL: \$

PEDESTRIAN MANAGEMENT PLAN

Type of devices used for your pedestrian management:

Signs Bollards Witches Hats/Traffic Cones

Tape Lights Other:

OFFICE USE ONLY

GL Narrative

Application Fee 1LL Permit No GST Occupy Space Permit Fees do NOT fall within the scope of the GST

Other Fee 1LL Permit GST (eg. Parking Bays, Site Shed, Hoarding) Fees DO fall within the scope of the GST



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PEDESTRIAN MANAGEMENT PLAN

Please provide a plan/diagram of your Pedestrian Management where pedestrians will be affected:

COMMUNITY AMENITY LOCAL LAW

PART 3 – PROTECTION OF COUNCIL LAND AND ASSETS

57. Where a person is required to undertake any works on Council land or a road that person must obtain all necessary permits, consents and licences and:

57.1 undertake those works safely;

57.2 provide and maintain pedestrian and traffic control devices during the course of the works; and

57.3 ensure that any pedestrian or traffic control device which is being used on or in respect of the land complies with Australian Standard AS 1742.3 published by or on behalf of Australian Standards.

Maximum Penalty: 20 Penalty Units

Fixed Infringement Notice Penalty: 5 Penalty Units

You must ensure that the nature strip and footpath are reinstated to their original condition on completion of the hoarding period. Should you fail to do so, under the Local Government Act, Council may undertake these works, and pass the costs onto you.

DECLARATION

I hereby undertake to comply with the requirements of the Wyndham City Council’s Community Amenity Local in relation to public safety and amenity in public places and any special conditions as required by an Authorised Officer of the Council.

Signature of Applicant Date

PRIVACY NOTE: Your personal information is being collected by Council for a Construction Hoarding Permit. Your information will be stored in Council’s Customer Database and used to identify you when communicating with Council and for Council to deliver services and information to you. For further information on how your personal information is handled, visit Council’s Privacy Policy on Wyndham’s website.

PAYMENT OPTIONS

IN PERSON

Payment can be made with cash, cheque/money order, eftpos and credit card in person at: *Civic Centre, 45 Princes Hwy, Werribee.*

BY POST

Forward your cheque/money order along with your completed application form and all additions documents to:
Wyndham City Council, PO Box 197, Werribee 3030.

CHEQUES/MONEY ORDERS SHOULD BE MADE PAYABLE TO WYNDHAM CITY COUNCIL AND BE CROSSED WITH NOT NEGOTIABLE. POST DATED CHEQUES WILL NOT BE ACCEPTED

CREDIT CARD

Please complete the credit card authority below and return to Council with your completed application form to Wyndham City.

PAYMENT AUTHORITY

Card Type: Visa MasterCard *No other cards types accepted*

Card Number:

Card Expiry: / Card Holder’s Name:

Telephone: Mobile:

I authorise Wyndham City Council to collect this information for the purpose of processing my payment. It will not be disclosed or used for any other purpose and may be accessed by me upon request.

Signature: Date: