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| **WCClogo CMYK MASTER** | **APPLICATION FOR A CONSENT  OR PERMIT TO CONDUCT WORKS**  **In a Council Road Reserve, in a Council Drainage Easement or in a Council Park, Recreational Reserve or Tree Reserve** |

**In accordance with the Road Management Act 2004, Schedule 7, the Road Management (Works and Infrastructure) Regulations 2005 and the Community Amenity Local Law 2015**

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| **APPLICANT DETAILS** | **All sections must be completed** |
| Name: | |
| Company: | |
| Address: | |
| Suburb: | Postcode: |
| Telephone: | Email Address: |

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| **WORKS MANAGER DETAILS**  *The person or body who will be responsible for conducting these works* | | **All sections must be completed** |
| Company: | | |
| ABN / ACN: | | |
| Address: | | |
| Suburb: | Postcode: | |
| Telephone: | Email Address: | |
| Name of Works Manager: | | |
| Telephone: | | |
| Provide a copy of the contractors current Public Liability Insurance document (minimum $10,000,000 cover is required). | | |

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| **LOCATION OF THE PROPOSED WORKS** | **All sections must be completed** | | |
| Address: | | | |
| Suburb: | Postcode: | | |
| Affected surface:  Roadway  Nature strip  Footpath  Parkland | | | |
| Are there any services / pits / signs / infrastructure located within 1.0m of the proposed works? \* Prior to the submission of this application form, please ensure that you have obtained the necessary approvals from any service provider that has infrastructure within 1.0m of the proposal. | | Yes | No |
| Are there any street trees located within 3.0m of the proposed works?  \* Measured from the base of the tree trunk. | | Yes | No |

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| **DETAILS OF THE PROPOSED WORKS** | | | **Select all applicable** | |
| Asset protection repair | Crossover construction | Crossover widening | | Crossover relocation |
| Electrical main | Electrical service tie in | Gas main | | Gas service tapping |
| Geotechnical activities | Non-Destructive Digging | Road construction | | Sewer main (CWW only) |
| Sewer service tapping | Sewer decommissioning | Stormwater main | | Stormwater connection |
| Water main (CWW only) | Water service tapping | Water decommissioning | | Other (describe below) |
| Provide a brief description of the proposed works: | | | | |

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| **DOCUMENT REQUIREMENTS** | | **Must be provided to support your application** |
| Asset protection repair | * Provide a copy of Council’s Asset protection inspection defect notice. | |
| Crossover (Vehicle crossing) | * Provide a diagram showing the frontage of the property, or an aerial image, detailing the location of the proposed crossover. * The diagram is to also include details of all existing infrastructure located along the property frontage (eg. street trees, drainage pits and service authority assets) and is to show clearance measurements for those items from the proposed crossover. * If the proposed crossover relates to a Town Planning Permit, provide a copy of the Town Planning endorsed plan. | |
| Crossover preliminary enquiry - (refer **3**) | * Provide the documents required in the ‘Crossover’ section and leave the ‘Works Manager Detail’ section blank on this application form. | |
| Electrical main - (refer **1 2**) | * Provide a copy of Powercor’s endorsed plan. | |
| Electrical service tie in | * Provide a copy of Powercor’s endorsed plan. | |
| Gas main - (refer **1 2**) | * Provide a copy of AusNet’s endorsed plan. | |
| Gas service tapping | * Provide a copy of AusNet’s endorsed plan. | |
| Geotechnical activities - (refer **1**) | * Provide a diagram showing the location of the affected area/s. * Provide a copy of Council’s concept approval, or details of Council’s authorising project officer. | |
| Road construction - (refer **1 2**) | * Provide a copy of Council’s endorsed subdivisional or functional layout plan. | |
| Sewer main - (refer **1 2**) | * Provide a copy of City West Water’s endorsed plan. | |
| Sewer service tapping | * Provide a copy of City West Water’s asset plot diagram (available via DBYD) and sketch the location of the new tapping from the main to where it will enter the property boundary. | |
| Stormwater main - (refer **1 2**) | * Provide a copy of Council’s endorsed functional layout or drainage plan. | |
| Stormwater connection | * Provide a copy of Council’s endorsed drainage plan or written approval. | |
| Water main - (refer **1 2**) | * Provide a copy of City West Water’s endorsed plan. | |
| Water service tapping | * Provide a copy of City West Water’s asset plot diagram (available via DBYD) and sketch the location of the new tapping from the main to where it will enter the property. | |

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| **1** | A Traffic Management Plan (TMP) is also required to be submitted to Council’s City Transport team for approval. |
| **2** | A Site Environmental Management Plan (SEMP) is also required to be submitted to Council’s Coast & Water team for approval. |
| **3** | If you are building a dwelling or structure requiring an access from the roadway, and the building design does not incorporate the usage of the existing crossover, or there is no existing crossover, you will require preliminary crossover approval from Council before commencing onsite construction. |

Note: Council reserves the right to request TMP and/or SEMP submissions for any proposal where the scope of work, or the location, affects the movement of pedestrians or vehicles, or impacts the environment or existing infrastructure.

**The completed application form and accompanying documentation can be submitted to**

[**mail@wyndham.vic.gov.au**](mailto:mail@wyndham.vic.gov.au) **or posted to PO Box 197, Werribee VIC 3030**

**Note: The application form must be submitted to Council a minimum of 20 business days prior to the   
proposed commencement of works, unless an RMA exemption applies.**