Creation of Easement Application Form

This form is required for an application which seeks to create an easement on Wyndham City Council’s land.

**APPLICANT DETAILS TO BE PROVIDED**

|  |  |
| --- | --- |
| Company name: |  |
| Company ABN details: |  |
| Company ACN details: |  |
| Contact person: |  |
| Address: |  |
| Contact No: |  |
| Email Address: |  |

**APPLICATION DETAILS TO BE PROVIDED**

|  |  |
| --- | --- |
| Associated Planning Permit No. (if applicable): |  |
| Council property address where the proposed easement is to be located: |  |
| A copy of the Title submitted with application:  *Information can be obtained from* [*www.landata.vic.gov.au*](http://www.landata.vic.gov.au) | Choose an item. |
| A copy of Plan of Subdivision submitted with application:  *Information can be obtained from* [*www.landata.vic.gov.au*](http://www.landata.vic.gov.au) | Choose an item. |
| A copy of the ‘Plan for Creation of Easement’ to be provided by a surveyor.  *Applicant to organise in due course with their surveyor; or Council can arrange with a surveyor, and costs to be covered by applicant* | Choose an item. |
| Who is the proposed easement is in favour of? |  |
| ‘Letter of Consent’ provided from service authority? | Choose an item. |
| Has an Environmental/Vegetation/Arboriculture Impact Assessment been completed? |  |
| Details and purpose of the proposed easement: |  |
| Please provide justification for why the easement must be created on Council’s land? |  |
| What other alternative locations and/or options have been considered? |  |
| List any existing features on the land proposed to be encumbered by the easement: |  |
| Has this application or similar been previously submitted or discussed with a Council Officer either in person, over the phone or via correspondence prior to submitting this application?  *If this application has been previously submitted, please discuss with a Strategic Property Management officer prior to lodgement. Applicant to provide any relevant background information including previous correspondence with other Council departments (if any):* | Choose an item. |

**DECLARATION:** This form must be signed

|  |  |  |
| --- | --- | --- |
| I declare that I am/or represent the Applicant and that all information given is true and correct. | Applicant signature: | Date:  *Enter a date.* |
| I agree to pay all reasonable costs incurred by Council in considering and approving the creation of easement application, including (but not limited to)   1. Council’s legal costs such as costs incurred by preparing conditions and registering this creation of Easement 2. Valuation, surveying and other professional consultant fees incurred by Council in considering and approving the creation of Easement 3. Compensation for any diminished value of land | Applicant signature: | Date:  *Enter a date.* |

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| **SUBMIT WITH APPLICATION** | |
| 1. Completed Application form 2. Supporting Documentation 3. Letter of Consent from the benefitting party (excluding Wyndham City Council) | Completed form and all other documentation is to be sent via email to [mail@wyndham.vic.gov.au](mailto:mail@wyndham.vic.gov.au). **Attn: Strategic Property Management Unit.** |

**PRIVACY COLLECTION STATEMENT** –Your personal information is being collected by Council in order to process your application in accordance with *Section 45 of the Transfer of Land Act*. Your personal information will be securely stored in Councils Customer Database and used to identify you when communicating with Council. For further information about how your personal information is handled, refer to Council’s Privacy Policy.