

WORKS WITHIN ROAD RESERVE APPLICATION

Vehicle Crossing / Water Tapping / Minor or Other Works / Nature Strip Landscaping

This notification / application is provided in accordance with :

1. Road Management Act 2004, Schedule 7
2. Road Management (Works and Infrastructure) Regulations 2015
3. General Local Law No 9 (2022)
4. Infrastructure Design Manual (IDM)



Fee: \$95.00 (current 1/7/2023 – 30/6/2024) An invoice will be generated to the applicant prior to the permit being issued. Items with an asterisk (*) must be completed

APPLICANT DETAILS: *

Applicants Role: (Please tick applicable)*	<input type="checkbox"/> Contractor	<input type="checkbox"/> Builder	Lodgment Date:
	<input type="checkbox"/> Owner	<input type="checkbox"/> Occupier	
Company Name: *			
Contact Person: *			
Mailing Address: *			
City / Suburb: *			
State: *	Postcode: *		
Telephone (BH): *			
Email: *			

DETAILS OF WORKS *:

Your Ref (if applicable):			
Work Type: *	<input type="checkbox"/> Vehicle Crossing	<input type="checkbox"/> Water Tapping	<input type="checkbox"/> Occupy
	<input type="checkbox"/> Minor / Other Works	<input type="checkbox"/> Nature Street Landscaping (incl tree removal)	
(If other please specify)			
Proposed Start Date:*	Proposed End Date: *		
(Please note: Unless under exceptional circumstances, permits will not be issued for longer than one month)			
Address of Works: *	House No:	Street Name:	
City / Suburb: *			
Nearest Intersection: *			
	Has a 'Dial before you Dig' (DBYD) been undertaken?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	Stormwater side entry pit (SEP) within 1 metre of vehicle crossing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	Any trees within 2 metres of vehicle crossing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	Any other pit / pole / path within 1 metre of vehicle crossing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	Gas / Water conduit in the vicinity of vehicle crossing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Item(s) to attach:	Sketch Plan: A copy of a sketch plan (may use house plan, neat hand drawn plan etc) showing the proposed work and all assets within the vicinity must be provided. Assets include all trees, landscaping, road pavements, road mediums, speed humps, kerb & channel, footpaths, drains, service authority assets and private assets.		

WORKS MANAGER DETAILS (The person or body who will be responsible for conducting these works if different to applicant):

Company Name:*			
Contact Person: *			
Telephone (BH): *	Email Address:*		

Public Liability Insurance Certificate: * (Please note if not provided consent will not be granted) Certificate Attached *

WORKS MANAGER RESPONSIBILITIES

- Principles applying to infrastructure manager and works manager:
- | | |
|---|---|
| <ol style="list-style-type: none"> 1. A works manager must have regard to the principles specified in this clause in the provision of non-road infrastructure on roads. 2. The primary purpose of a road is use by members of the public and authorised users must be managed as far as is reasonably practicable in such a way as to minimise any adverse impacts on the primary purpose. 3. Without limiting the generality of sub-clause (2), authorised users must be managed so as to: <ol style="list-style-type: none"> a. minimise any damages to roads; b. ensure the works necessary for the provision of non-road infrastructure are conducted as quickly as possible; | <ol style="list-style-type: none"> c. minimise any disruption to road users; d. minimise any risk to the safety and property of road users and the public generally; e. facilitate the design and installation of infrastructure which minimises any risk to the safety of road users; f. ensure that the road and any other infrastructure is reinstated as nearly as practicable to the condition of existing before the works necessary for the provision of the non-road infrastructure were conducted; and g. protect and preserve existing significant roadside vegetation and sites of biological significance within the road reserve. |
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- (Road Management Act – Schedule 7, Sec 14)**

PRIVACY STATEMENT

The information gathered in the form is used by Council to process the application. To view Council's privacy policy, please either visit a Council Office or go to Councils website www.campaspe.vic.gov.au and search Councils Information Privacy Policy #81

LODGEMENT & GENERAL ENQUIRIES (If you intend to post, email or hand deliver this form, please use the details provided below):

Campaspe Shire Council Crn Hare & Heygarth Streets (PO Box 35) ECHUCA VIC 3564	Telephone: (03) 5481 2200 Emails: shire@campaspe.vic.gov.au Web: www.campaspe.vic.gov.au
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