

ABN 42 686 389 537 – PO BOX 151, KYNETON VIC 3444 T 03 5422 0333 – F 03 5422 3623 – <u>mrsc@mrsc.vic.gov.au</u> – mrsc.vic.gov.au

## **Application for an Asset Protection Permit**

2022/23

An Asset Protection Permit is required under Council's Local Law No.10 and must be obtained before commencing works. If the work is on an arterial road (managed by VicRoads), or trees or vegetation may be impacted by the works, a planning permit may be required prior to apply for an Asset Protection Permit. If you are unsure if a planning permit is required, call our Planning unit on (03) 5422 0333.

Please include photos of any existing damage to Council Assets with this application.

Property address	
Work location /address:	
Existing Asset Protection permit or P	lanning Permit number (if relevant):
Applicant details	
The applicant's name will appear on	the permit and is responsible for the Bond payment.
Name:	
Postal Address:	
Phone:	
Email:	
The permit will be sent to this email a	address, along with any further communication about the permit.
Owner Builder/Contractor/Con	mpany Details (carrying out works)
Name:	
Postal Address:	
Phone:	
Email:	
	quired for the permit application to be processed and must be in excess by's home and contents insurance or the contractors insurance.
Please supply a copy of the certification	n of occupancy or indicate details here:
Insurance company:	Amount held \$
Trees/native vegetation	
Are there trees or native vegetation or	n the nature strip or road reserve close to where the works are proposed
Yes	□ No
Privacy	
	al information is in accordance with Council's Privacy Policy which is vic.gov.au/privacy and available for inspection at or collection from
Office Use Only Road Zone 1 & no Planning Permit VPO & no Planning Permit Trees on nature strip in township Trees or vegetation outside township	Refer to Planning Refer to Planning and Environment Refer to Parks and Gardens Refer to Environment

Location of works				
For Crossover Works Only, please provide a copy of the endorsed plans with this application showing proposed changes or a detailed sketch, which includes dimensions with offsets from existing assets. Please include any trees or native vegetation.				
Bond payments				
A bond payment is required <b>for each ac</b> only one bond is payable and is refunda				
Township bond (60km speed zone or below):  ☐ \$750	Rural bond (above 60km speed zone):	Commercial ☐ \$1,200	bond:	
Any works being conducted for a busine be revised after the application has bee				
Nature of works and fees				
This relates to what works will be condu	cted at the site.			
Туре		Township and commercial fees	Rural fees	
A. Enter a building site (includes any construction on a property)		□ \$514	□\$126	
B. Occupy road/footpath for works		□ \$514	□ \$126	
C. Temporary storage of material on road reserve		□ \$514	□ \$126	
D. New vehicle crossing/repair/widen/remove		□ \$380	□ \$126	
E. Stormwater/water/sewer Connections		□ \$380	□ \$126	
F. Access site from point other than a vehicle crossing		□ \$514	<b>\$126</b>	
* Fees valid for 2022/23 financial year a	nd are reviewed annually.			
Total amount to be paid (all relevant	fees and bond): \$			
Conditions				

- **Commencing work:** work shall not commence until a permit is issued, except in the case of an emergency. Before excavating, check for underground services by visiting dialbeforeyoudig.com.au or phoning 1100.
- Existing vegetation/trees: all existing vegetation/trees are recognised by Council as an important and
  valuable asset for the community and the environment. If vegetation/trees are approved to be removed,
  the additional cost of replacement/compensation will be advised. Any removal of vegetation/trees without
  approval, or damage to vegetation which in the opinion of Council will detrimentally affect the life of
  vegetation/trees, will result in forfeiture of the bond held by Council and may incur enforcement action
  and financial penalties.
- Vehicle crossing construction: crossings are to be a minimum of 10m from any intersection, 1m from any power pole, sign or service pit, and an absolute minimum of 3m from any street tree. New crossings

must be sealed when connecting to a sealed road. Second crossovers are approved on a case by case basis and may be refused.

- **Public liability insurance:** a copy of public liability certificate of currency for the contractor carrying out the works or relevant information must be supplied with your application.
- Return of Bond/Damage to Council assets: damage to Council assets is the responsibility of the
  permit holder to rectify. If this is not done as instructed, Council reserves the right to undertake all
  rectification works and will deduct the costs from the bond paid. Council will also seek to recover any
  further costs if the bond amount paid does not cover the rectification costs. This includes any damage
  caused by service authorities during the works.

By signing this application I certify that:

- I declare that I am the applicant and that all information in this application is true and correct
- I accept and undertaken to comply with the conditions specified on the permit and I undertake to pay, on demand, any sum necessary to make up the full cost of restoration for any damaged caused by works
- A Traffic Management Plan will be prepared, if and as required by the Road Management Act 2004 and the Road Safety Act 1986
- Appropriately trained ad qualified persons will carry out the works and manage the non-road activities and direct traffic
- The permit holder is responsible for the safeguarding of the public against injury and for maintaining the site during the existence of the work in a safe condition at all times.
- I agree to inspect the site and report on any existing damage to Council's assets prior to commencing works. Failure to report such damage will make the applicant liable to pay full restoration costs.

Applicant name:	Applicant signature:	Date:
Authorisation for d	eposit/bond return	
Account name:		
Bank/branch:		<del>-</del>
Account holder's name:		<del>-</del>
BSB:	Account number:	
Email address for remitta	nce:	
I authorise payment to m	y bank account: Signa	ature:
Payment options		
<ul><li>one of our Service</li><li>Over the phone</li><li>By Mail: cheque</li></ul>	ce Centres. : call Customer Service on 5422 03 or money order – payable to Mace	neque/money order, EFTPOS or credit card) at 833 and pay using a credit/debit card. Indoor Ranges Shire Council, or complete Credit and payment to PO BOX 151 KYNETON VIC
Credit card payment	authorisation	
Mastercard	Visa	
I authorise you to charg	e the following amount to my credi	t card: \$
Name on card:		
Credit card number:		
Expiry date (xx/xx):	Signature:	