

## Road Reserve Works Permit

(Any works within a Road Reserve {including footpaths},  
Vehicle Crossings, Water Tapping, Sewer Extension, Other Works)

Office Use Only

Permit Number **RRWP**.....

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### Applicant Details:

Property Owner  Occupier  Builder  Other

Applicants Name: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Town/Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Contact Details: Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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### Contractors Details:

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town/Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Contact Details: Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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### Property or Area for which Permit is sought:

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

Building Permit Number (if applicable): \_\_\_\_\_

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### Proposed Works:

Vehicle Crossing  Water Tapping  Sewer Extension  Other

If other, please provide further details of works: \_\_\_\_\_

Proposed Date of Commencement: \_\_\_ / \_\_\_ / \_\_\_ Proposed Date of Completion: \_\_\_ / \_\_\_ / \_\_\_

Applicants Signature: \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_

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### The following must be supplied with your application:

- Copy of public liability certificate of currency for the contractor carrying out works  
(providing coverage for at least \$20 million)
  
- Sketch plan: A copy of a sketch plan showing the proposed work and all assets  
within the vicinity must be provided. Assets include all trees, road pavement,  
kerb and channel, footpaths, drains and service authority and private assets

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#### Address:

PO Box 243  
(34 Lyle Street)  
Warracknabeal Vic 3393

#### Email:

[info@yarriambiack.vic.gov.au](mailto:info@yarriambiack.vic.gov.au)

#### Phone/Fax:

Technical Services Department  
phone: (03) 5398 0111  
fax: (03) 5394 1802

## Road Reserve Works Permit

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**Commencing Work** – Work shall not commence until a permit is issued except in the event of an emergency. Your permit may take up to five working days to process and may include a pre-permit inspection by Council.

### Dial before you Dig

Work should not commence until underground services have been verified via Dial Before You Dig. Web address: 1100.com.au or telephone 1100.

### Traffic Management

For works which take longer than one day and where works are on or within 1.2 metres of the road pavement, a traffic management plan must be drawn up by an accredited traffic controller. A copy of the traffic management plan must be submitted to Council prior to works commencing and kept on site at all times and produced upon request.

### Significant Vegetation

There shall be no significant or native vegetation removed or damaged as part of the works without a relevant Planning Permit.

### Asset Protection Permit - Damage to Council Assets

Any damage to Council and/or Other Authority assets caused by the proposed works shall be repaired to the satisfaction of the responsible authority. An Asset Protection Permit Application must also be lodged with Council – an additional fee for the Asset Protection Permit will apply.

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### Amount Payable - \$70.00

**If Lodging Application by mail, email or fax – please complete the payment section below:-**

#### Payment Details:

Cheque (attached)

Credit Card

Card No: 

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Expiry Date: 

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Cardholder's Name: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

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