

Road Occupation Permit Application

General Purposes Local Laws 2015



Complete applications must please be received at least **10 business days** prior to the start date.

The application can only be considered if the works do NOT require a Building Permit. If the works are in relation to a Building Permit, please contact the Building Department on (03) 9688 0200.

Applicant Details

Applicant/Business Name					
Applicant Address					Postcode
Postal Address					
Telephone Number			Mobile Number		
E-mail Address					
ABN			ACN		

Occupation Details

Site Address					
Description of works (painting, minor renovation etc)					
Fee \$35 per day per m ²	Length (m)	Width (m)	Area occupied L x W (m ²)	Start Date	End Date

Type of Occupation

(Tick all that apply)

- Scissor Lift
 Scaffold
 Boom / Cherry Picker
 Mobile Crane
 Other _____

Proposed Siting of Materials

- On road
 On footpath
 On nature strip
 Other _____

Declaration

- I am an authorised person to apply and that all information in this application is true and correct.
 I have read the conditions overleaf and confirm the details above are correct.
 I have enclosed a current Public Liability Insurance providing a minimum indemnity of \$10 million. **Maribyrnong City Council must be noted for their respective rights and interests.** The policy remains valid for the length of the permit.
 I have provided a Traffic Management Plan.

Applicant's Signature: _____ Date: _____ / _____ /20_____

How to Apply: Applications must be received a minimum of 10 business days prior to start date/s requested

Online: Visit www.maribyrnong.vic.gov.au and search *Road Occupation*

Email: ComplianceInbox@maribyrnong.vic.gov.au

Post: Maribyrnong City Council, P.O. Box 58, Footscray Vic 3011

In person: Council Offices, Cnr Napier & Hyde Streets, Footscray Vic 3011
Office Hours 8:30 am – 5pm Monday to Friday

Permit Conditions

- A complete application must be completed and received by Council a minimum of **10 business days** prior to the placement date.
- An application assessment and placement inspection will be carried out by an Authorised Council Officer prior to the permit approval and placement of any material.
- The building material must not be placed in No Stopping Areas, Clearway, Loading Zones, Bus Zones, driveways, pathways and Heavy Traffic roads.
- The building material must not cause any obstruction on any road and must not cause any obstruction for pedestrians.
- A minimum space left for the traffic must be **FOUR METRES**.
- A Traffic Management Plan must be provided in accordance with the *Road Safety (Traffic Management) Regulations 2009 - Part 4*
- A permit may be refused at the discretion of the Authorised Council Officer.
- Safety tape and / or bollards around the area is required.
- These conditions apply within the Maribyrnong City Council.
- **Failure to comply with any of these conditions may result in the items being removed and further enforcement action taken.**