

Postal Address  
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Maryborough

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# GENERAL LOCAL LAW – PART 2 ROADS AND PUBLIC PLACES

## PERMIT APPLICATION

**Rec:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Total: \$** \_\_\_\_\_

**Office Use Only**

|                    |                    |

\_\_\_\_\_

Permit                  Number

**Name of Applicant:**

**Postal Address:** \_\_\_\_\_  
\_\_\_\_\_

**Name of Business:** \_\_\_\_\_

**Location of Work.** \_\_\_\_\_

**Business Telephone Number:** \_\_\_\_\_

**Liability Insurance Policy** \_\_\_\_\_

Road Opening Permit. 53261.01

- Road Opening Permit (Costing determined as per the Road Management Act, 2004, Works and Infrastructure Regulations (Permit Code, XP)

Vehicle Crossing Permit. 53261.02

- Standard Road Crossover Permit (\$42) (Permit Code, CL)
- Special Design Crossover (\$63) (Permit Code, CH)

Road Occupation Permit. 53261.03

- General Road Occupation (No Charge) (Permit Code, OG)
- Construction Road Occupation, for a period of ..... weeks (\$52 for the first week, \$21 for each additional week) (Permit Code, OC)
- Storage Road occupation (\$42 for the first week \$21 for each additional week) (Permit Code, OW).
- Landscaping Permit (\$161) (Permit Code, OL)

Advertising and Marketing Permits. 51090.01

- Advertising Permit, with ..... signs (\$31 for first sign, \$21 for each additional sign.) (Permit Code, MA)
- Eating Facilities, with..... tables (\$52 up to 2 tables, 8 chairs maximum, \$104 for 3 or more tables) (Permit Code, MF)
- Goods for Display (\$52) (Permit Code, MG)
- Marketing Permit Renewal (\$5) (Permit Code, MR)

Wood Collection.

- Wood Collection Permit, (no charge) (Note; this is to be followed by Department of Sustainability and Environment approval and fee payment) (Permit Code, OT)

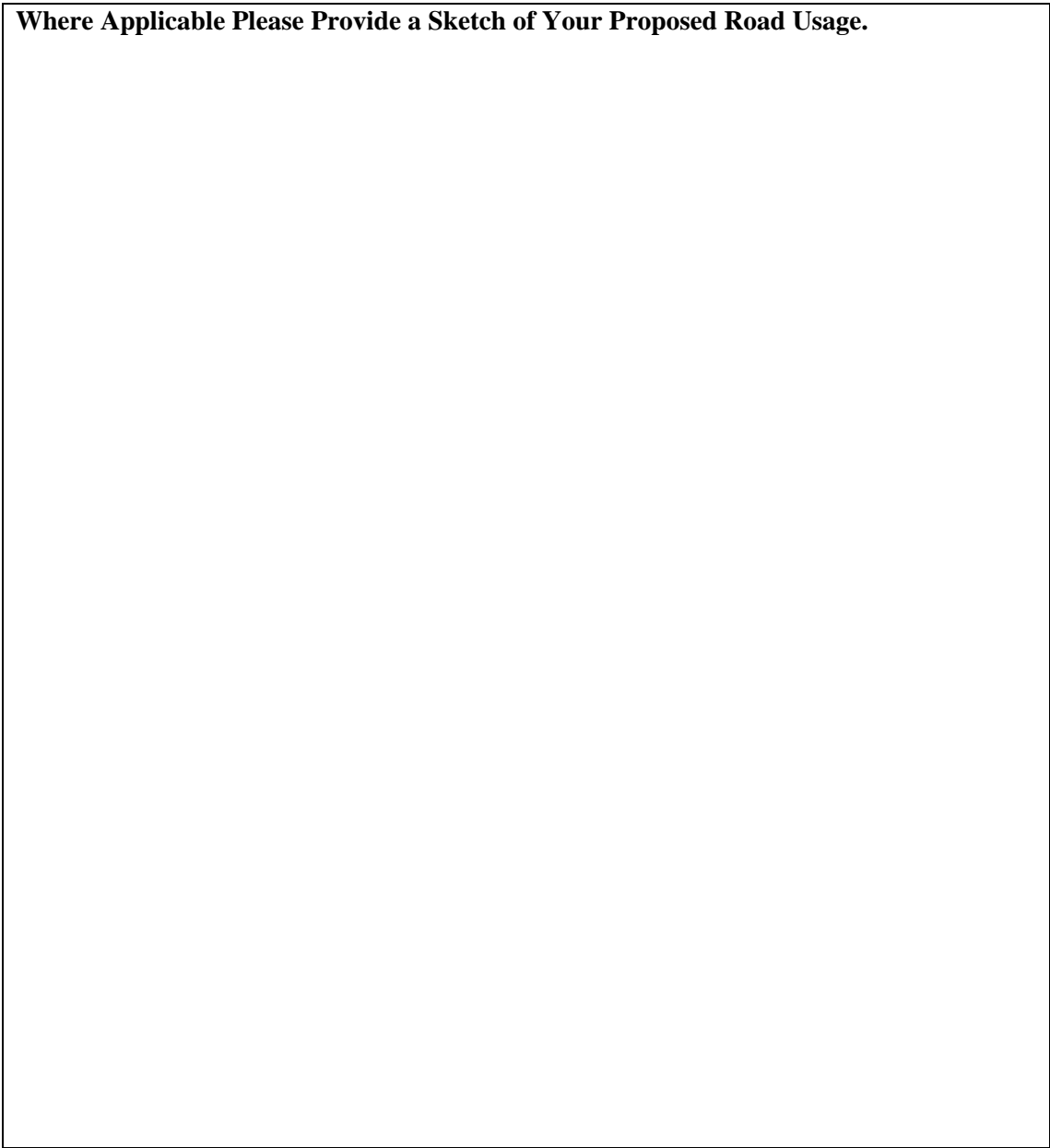
**For Specific Information on Each Permit Please Reference the Attached Information.**

## STANDARD PERMITS (GENERAL WORKS)

### ROAD USAGE PERMITS DETAIL

- a) **(XP)** Road Opening Permit, this permit is for any excavation of the road reserve. costs range from \$52 depending on the scope of work as laid down in the Road Management Act, 2004 and Road Management Act, 2004, Works and Infrastructure Regulations (ref p9).
- b) **(CL)** Standard Road Crossing Permit, this permit allows a landowner to construct a standard residential driveway (crossover) accessing the road reserve. Cost \$42, this is governed under Governance Local Law, 2005, Clause 2.5
- c) **(CH)** Road Crossing Permit that requires special design approval, this permit allows a landowner to construct a driveway (crossover) accessing the road reserve but requires a culvert, access for heavy vehicles, and/or assessment of drainage requirements. Cost \$64 this is governed under Governance Local Law, 2005, Clause 2.5
- d) **(OG)** Road Occupation General, this permit allows general usage of the road reserve for activities that do not, physically, affect the road reserve, requires minimal traffic management or aids the shire in some way, for example Bicycle trips, Car Rallies, Garbage Collection, C.F.A. controlled burns, Seed Collection etc. Cost, no charge, this is governed under Governance Local Law, 2005, Clause 2.5
- e) **(OC)** Road Occupation Construction, this permit allows usage of the road reserve for property development, construction, scaffolding, hoarding and/or refurbishment. Cost \$52 for first week, \$21 for each additional week, this is governed under Governance Local Law, 2005, Clause 2.5
- f) **(OS)** Road Occupation Storage, this permit allows the usage of the road reserve to store a waste skip, or construction/waste material stock pile for a short period. Cost \$42, for the first week, \$21 for each additional week this is governed under Governance Local Law, 2005, Clause 2.4 and under Governance Local Law, 2005, Clause 2.5
- g) **(OL)** Road Occupation Landscaping, this permit allows a property owner to landscape the road reserve in front of their property, this will require extensive design, traffic volume, and safety assessment which is reflected in this permits cost. Cost, \$161 this is governed under Governance Local Law, 2005, Clause 2.5
- h) **(MA)** Approved Signage, this permit allows a property owner to place an approved tourist or community facility sign on the roadside, Cost, \$31 for the first sign, \$21 for each additional sign. this is governed under Governance Local Law, 2005, Clause 2.3
- i) **(MF)** Eating Facilities, this permit allows a retail outlet to place eating facilities on the road reserve, Cost, \$52 for 2 Tables (8 Chairs max) and \$104 for 3 or 4 tables this is governed under Governance Local Law, 2005, Clause 2.3
- j) **(MG)** Display of Goods, This permit allows a retail outlet to place goods on the road side for the purposes of commercial activity. Cost, \$52 this is governed under Governance Local Law, 2005, Clause 2.3
- k) **(MR)** Renewal of a Marketing Permit (Code MA,MF,MG), All marketing permits Advertising, Eating, and Goods expire and require renewal on the 30<sup>th</sup> of September of each year this permit renews an existing permit. Cost, \$5 this is governed under Governance Local Law, 2005, Clause 2.3
- l) **(WC)** Wood Collection, This permit allows the occupation of the road reserve for the purposes of collecting dead wood, Cost, No Charge (Note, this permit then requires approval and fee payment by/to the Department of Sustainability and Environment) this is governed under Governance Local Law, 2005, Clause 2.5

**Where Applicable Please Provide a Sketch of Your Proposed Road Usage.**



**Describe the scope of your work, including locations, persons involved, equipment, duration, traffic management and any other applicable information.**

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**PERIOD AND DATES;**

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<b>OFFICE USE ONLY,</b>			
	<b>Initial</b>	<b>Date.</b>	<b>Comments.</b>
<b>Design Approval.</b>			
<b>Occupational Health and Safety Proposal Requested.</b>			
<b>Traffic Management Proposal Requested.</b>			
<b>Vic Roads</b>			<b>Refer to Planning</b>
<b>Central Goldfields Shire</b>			<b>Refer to Infrastructure Services Officer</b>

<b>SITE INSPECTIONS</b>		
<b>DATE</b>	<b>COMMENT</b>	<b>INITIAL</b>

*For information regarding design requirements please refer to;  
**The Road Management Act 2004, Regulations.**  
**The Road Management Act 2004, Codes of Practices.**  
**VicRoads, Worksite Traffic Management, Roadworks Signing, Code of Practice.**  
**Council's Code of Practice - Outdoor Eating Facilities/Advertising Signs/Goods for Display.***

*These contains important information about Public Liability Insurance requirements, application procedures and permit requirements, permit holder responsibilities and documentation required to be provided with an application.*

**APPLICANT’S DECLARATION / INDEMNITY**

I understand that the issue of a permit is subject to my payment of the applicable fee (in accordance with General Local Law – Part 2, Roads and Public Places) and Council’s approval of my public liability insurance policy.

The applicant guarantees that it will comply with Central Goldfields Shire Council design/layout requirements that were specified prior to the issue of this permit and to:-

- (a) carry out the works authorised by the permit (“works”)
- (b) Complete the works or occupation by the date stated in the Application, unless an extension is granted by the Council.
- (c) Restore the site of the works to the same condition, which existed prior to the commencement of works.
- (d) Repair any damage to any equipment, property or asset owned by or under the control of the Council.
- (e) Reimburse the council any costs incurred by it should the applicant fail to restore the site of the works to the same condition which existed prior to the commencement of work or to repair any damage to equipment, property or asset owned by or under the control of the Council.
- (f) Obey and observe any reasonable direction or demand made by the Council, its servants or agents in respect to the carrying out of the works.

The applicant, by agreeing to the terms and conditions of this application agrees to indemnify and keep indemnified, and to release and hold harmless the Central Goldfields Shire Council, its servants and agents from and against any claim, action, suit, expenses or demand of whatsoever nature (including both personal injury and damage to property) brought against the Council arising out the conduct of the works carried out by the applicant, its servants and agents (save and except if any such claim shall arise due to the negligence of the Council, its servant and agents) for the period not exceeding 12 months from the completion of the works.

I understand the above information to be true and correct to the best of my knowledge.

Signature of Applicant: .....

Name of Applicant: .....

In the presence of: .....

Date: .....

**Privacy Notice:**  
**The information collected on this form will be used by the Council to assess your application for a permit, and will not be used for any other purpose or disclosed to any other person. If the information is not collected Council will be unable to provide you with a permit. You can gain access to your own information by contacting Council’s Privacy Officer on 54 610 610.**

