

(Office Use Only)
CRM No:.....
File No:.....



APPLICATION FOR USE OF COUNCIL ASSETS (In association with a Hoarding Permit)

To

Leo Parente, Municipal Building Surveyor, City of Whittlesea

From:

Owner or Agent:..... Telephone:

Address:

Email Address.....

I hereby apply for authorisation to utilise a portion of Council assets for the purposes of installing Hoarding around a building site at the following address.

Property details:

Number..... Street/Road City/Suburb/Town

Lot/s..... LP/PS

Municipal District.....

Start Date:.....

Finish Date:.....

Signature of owner or agent **Date**

Application Fee: \$280.00

APPLICATION CHECKLIST

- Completed application form (including this page) with the attached documents.
- Copy of contractor's public liability insurance \$10 million minimum.
- Pedestrian access / traffic management plan(s) for the proposed works.
Note: These may require external agencies approval – refer to list below.
- Copy of courtesy letter for any full road closures and or approved detour routes as indicated on your traffic management plan.

One fully dimensioned (metric scaled) site plan showing:-

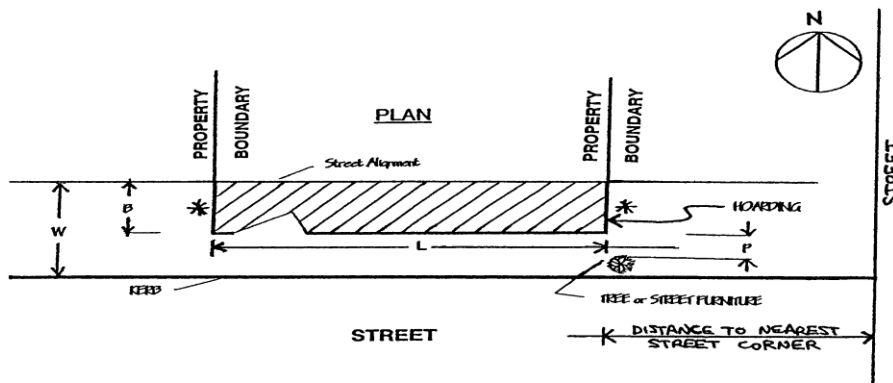
- street names and North point
- extent of proposed works and / or protection works
- footpath and roadway widths and extents of all occupations required
- location of all vehicles, plant and equipment associated with works.
- location of any existing features such as street furniture, trees, fire hydrants, parking signs, traffic signs, parking meters, on street parking conditions public transport stops, and site access.
- details of tree protection measures

One (metric scaled) drawing, including elevations and sections of scaffolding and protection works / barriers showing:

- location, type, height and footing system of temporary hoardings / barriers extending across the site, footpath and road reserve.
- height and depth of any tower / mobile scaffolding, safety mesh screens, catch platforms, overhead gantries etc
- location, type and dimensions of pedestrian signage, temporary road / footpath crossings, night lights etc

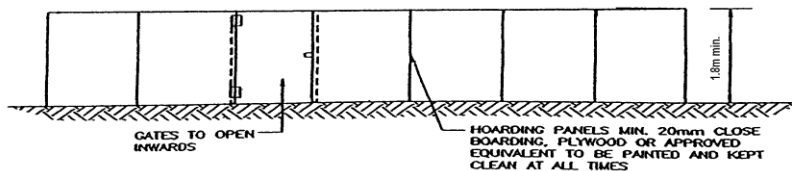
VicRoads - MOA (Memorandum of Authorisation) approval if required
Public Transport Companies approvals.

**MINIMUM INFORMATION REQUIRED
ON PLAN ATTACHED TO APPLICATION**



* FLASHING AMBER LIGHTS TO BE KEPT LIT FROM SUNSET TO SUNRISE
PEDESTRIAN ADVISORY SIGNAGE SECURED TO HOARDING

ELEVATION



LEGEND

HOARDING LENGTH 'L' =	
HOARDING WIDTH 'B' =	
FOOTPATH WIDTH 'W' =	
CLEAR PEDESTRIAN ACCESS 'P' =	
HOARDING AREA 'A' = 'L X B' =	
PROPOSED DATE OF ERECTION =	
APPROXIMATE DATE OF COMPLETION =	
PERIOD IN WEEKS =	

INFORMATION PRIVACY: The information supplied on this form is shared with the Victorian Building Authority, the Electoral Commission and other government agencies as required by law and in accordance with Council's Privacy Policy which is published at www.whittlesea.vic.gov.au.

