

APPLICATION:

VEHICLE CROSSING PERMIT

SECTION 12C OF SCHEDULE 10 LOCAL GOVERNMENT ACT



Address of Works		2021 / 2022
Street Address:		
Suburb	Postcode:	

Property Owner's Details	
Owner's First Name:	Daytime Phone:
Owner's Surname	Mobile Phone
Postal Address:	

Applicant Details	
Business / Company	ABN:
Applicant's First Name:	Daytime Phone:
Applicant's Surname	Mobile Phone
Postal Address:	
Email:	

Application Details			
Does the property have a current Planning Permit with approved plans?			
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
If Yes, please provide the Planning Permit Number :			

Permit Delivery Method	
Please select one of the following options.	
<input type="checkbox"/>	Email to the email address provided on this application.
<input type="checkbox"/>	Post to the address provided on this application.
<input type="checkbox"/>	Collection and payment from Council (You will received a phone call when the permit is ready for collection).

VEHICLE CROSSING DETAILS



Is the intention to repair, replace or extend the width of the original vehicle crossing?

Yes No Width of Original: _____ Proposed Width: _____

Council policy requires the minimum crossing width be 3.0 metres and the maximum be 6.0 metres, unless approved as part of a planning permit or approved in writing by the Director Assets and Engineering or the delegated representative.

Is the intention to change or alter the location of the original crossing?

Yes No Original vehicle crossing to be made redundant.

Council policy requires that any redundant vehicle crossing be removed and the kerb and the nature strip, kerb and channel be reinstated to Council specification and requirements.

Is the intention to construct a second or subsequent vehicle crossing?

Yes No

Council policy requires that there be only one vehicle crossing permitted for a property frontage of 15.0 metres or less. The frontage of the property, not being a corner block, must have a property frontage greater than 30.0 metres to enable a second crossing to be constructed, unless approved as part of a planning permit or approved in writing by the Director Assets and Environment or the delegated representative.

Will the crossing be closer than 1.8 metres to an existing crossing in an adjoining property?

Yes No

Council policy requires that the proposed crossing be constructed as a double crossing and comply with the Council specification and requirements.

Is the intention to construct the crossing within 9.0 metres of an intersection?

Yes No

Council policy requires that a proposed vehicle crossing not be permitted to be constructed if less than 9.0 metres from any street or road intersection, unless approved as part of a planning permit or approved in writing by the Director Assets and Engineering or delegated representative. Distance to be measured from a point where the property boundaries intersect.

Will the crossing be closer than 1.0 metres to an existing Council asset or other physical obstruction? ie light poles, fire hydrants, storm water pits or other authority assets.

Yes No

If yes, please provide details : _____

Will the crossing be closer than 3.0 metres to an existing Council street tree?

Yes No

If yes, please provide details :

Council policy requires that the proposed vehicle crossing be a minimum of 3.0 metres clear of Council street trees and 1.0 metres clear of Council assets or other physical obstructions. If answered yes, please refer application to the Roads and Infrastructure Coordinator, Infrastructure Services for all Council assets.

STANDARD PERMIT CONDITIONS



Standard Permit Conditions

1. Assessment of the application may take between ten and fifteen working days.
2. A **\$298.00** permit fee is payable prior to issuing the permit.
3. An approved permit is valid for six months from the date of issue.
4. The applicant must submit a copy of **Certificate of Currency** for public liability insurance prior to the permit being issued. All insurance policies must have a minimum of **\$10 million** public liability cover.
5. The vehicle crossing permit approval will be subject to any conditions and requirements that are detailed as part of the relevant endorsed planning permit.
6. Once the vehicle crossing permit is approved, a vehicle crossing inspection is to be booked on a working day (Monday to Friday) between 8:30am and 11:30am. The booking is to be made at least twenty four hours prior to the proposed inspection time by calling Customer Service on **9840 9333**. The formwork must be completed and the steel reinforcement in place prior to the vehicle crossing inspection.
7. If the vehicle crossing inspection needs to be cancelled, a minimum of two hours' notice is required.
8. Where a vehicle crossing inspection is booked and the Council inspector attended the site but the vehicle crossing is not ready and / or a representative of the owner and / or contractor is not on site, a re-inspection fee of **\$173.00** may be charged for another vehicle crossing inspection.
9. Following onsite inspection and approval for the vehicle crossing for construction, all associated concrete works are to be completed within five working days from the date of inspection, unless approved by the Council inspector.
10. If the road pavement is damaged during the construction of the vehicle crossing, a minimum 300mm wide strip of asphalt is to be replaced for the full width of the vehicle crossing layback. The repair works are to be completed within five working days of the completion of the vehicle crossing works. The works are subject to the approval of the Council inspector.
11. The nature strip is to be reinstated within five working days of the completion of the vehicle crossing works to the satisfaction of the Council inspector.
12. The applicant must be aware of **Dial Before You Dig** requirements and locate services prior to any excavation works.
13. The applicant must comply with the **No Go Zone** restrictions when working near overhead and underground assets.
14. Section 99A of the Road Safety Act 1986 requires that a Traffic Management Plan shall be kept at the worksite at all times.
15. Traffic Management Plans are to be prepared in accordance with the requirement of the Road Management Act 2004 Worksite Safety – Traffic Management Code of Practice and AS 1742.3 – 2009 or any subsequent versions of this documents.
16. Where the Traffic Management Plan includes major traffic control devices that required the consent or authorisation of a Road Authority, an application that includes the Traffic Management Plan is to be submitted to the responsible coordinating Road Authority by the applicant / owner.
17. If the vehicle crossing is not constructed to Council standards as approved by the Council inspector, the applicant / owner will be required to remove and reconstruct the vehicle crossing to meet the relevant Council standards. If the rectification works are not completed within the given time frame, Council will undertake the works at the applicant's / owner's expense.
18. Part 9.4 of Manningham's General Law 2003: A person must not cause or permit any vehicle to enter or leave land owned or occupied by that person other than via a properly constructed vehicle crossing.

STANDARD PERMIT CONDITIONS



Declaration

I, applicant / owner declare that the information provided to Manningham Council through the completion of this application is true and correct to the best of my knowledge, and I agree to abide with the conditions of the permit once issued, and to comply with Council's specifications and requirement for the works for the above property.

Applicant's Signature

Applicant's Name:

Applicant's Signature

Date:

STANDARD PERMIT CONDITIONS



Please show the following details:

- Sketch plan of the proposed vehicle crossing showing all measurements.
- Nearest intersection.
- Any affected or nearby street furniture, parking signs, bins, power poles, pits, bus stops / shelters etc.

North ↑

PRIVACY STATEMENT

Manningham Council is committed to full compliance with its obligations under the *Privacy and Data Protection Act 2014 (Vic.)*. All personal information collected by Council will be used for Council business purposes and kept confidential. It will not be disclosed to third parties unless Council is required to disclose the information under other legislation or disclosure is deemed reasonable under the circumstances. You may access information you have provided to Council at any time and make corrections if you believe that information is incorrect. To obtain a copy of Council's Information Privacy Policy please visit Council's website at www.manningham.vic.gov.au.



Interpreter service
9840 9355

普通话 | 廣東話 | Ελληνικά
Italiano | عربي | فارسی

Manningham Council
699 Doncaster Road (PO Box 1), Doncaster, Victoria 3108
p 03 9840 9333 f 03 9848 3110
e manningham@manningham.vic.gov.au
ABN 61 498 471 081 **www.manningham.vic.gov.au**