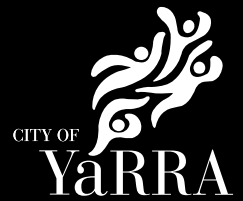


# Application for Asset Protection Permit

Under Council General Local Law, 2016



## Section 1 All applicable sections must be completed

### 1.1 Applicant details

The applicant is responsible for paying the permit fee and bond (if required). Bond refunds will be issued back to the Applicant.

Name\*

Business name (if applicable)

ABN (if applicable)

Address\*

Postcode\*

Contact phone\*

Mobile

Email\*

In what capacity are you applying for this permit?\*

Owner

Agent\*\*

\*\*An agent is a person or entity who is legally authorised to act on behalf of an owner

### 1.2 Site Contact details

Site Contact details are the same as applicant details

Yes

**SECTION 1.3**

No

**COMPLETE SECTIONS BELOW**

Name\*

Address\*

Postcode\*

Contact phone\*

Mobile

Email\*

### 1.3 Site address

Address\*

Postcode\*

Planning Permit Number (if applicable)

Building Permit Number (if applicable)

## Section 2 All applicable sections must be completed

### 2.1 Details of works

It is the applicants responsibility to ensure that they have a current Asset Protection Permit during works.

**Once permit is issued, it is valid for 2 years. A permit extension can be requested online.**

Provide a description of the proposed works

Proposed commencement date\*

Do you intend to deliver machinery and or materials to site during this period?\*( see info. 1)

Specify the heavy machinery and equipment (cranes, excavators, concrete panels etc.)

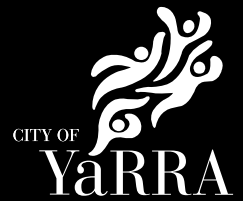
Yarra City Council PO Box 168 Richmond VIC 3121

T 9205 5555 E info@yarracity.vic.gov.au W yarracity.vic.gov.au

TTY 133 677 then ask for 9205 5555 Interpreter Services 9280 1940

# Application for Asset Protection Permit

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## Section 2 cont'd All applicable sections must be completed

How will you access site during the works (via crossover/kerb/footpath etc) and specify street frontage (front/rear/laneway/other)

---

Is there an existing crossover in place?\*  Yes  No (see info. 5)

### 2.2 Occupation

Will your proposed works require occupation of use of any council footpath, laneway, roadway and/or open space?\*

Yes **COMPLETE BELOW**  No **Go to Section 2.3**

Specify what Council assets you will need to occupy (see info. 2) and confirm if a skip bin placement will be required?

---

### 2.3 Excavation

Will there be any excavation undertaken on-site?  Yes  No **Go to Section 2.4**

Is there excavation within 1 metre of the title boundary?  Yes **COMPLETE BELOW**  No **Go to Section 2.4**

Specify the proximity to Council asset (road, footpath, right of way) and the depth

---

### 2.4 New service connections

Are there any proposed new service connections to the property? e.g water, sewer, etc (see info. 3)  Yes **COMPLETE BELOW**  No

---

### 2.5 Bluestone laneway

Are you proposing to build from a bluestone laneway?  Yes  No

### 2.6 Proposed structures

Are there any proposed public protection measures to be placed on Council Road, footpath or right of way? Specify: e.g Hoarding, Scaffolding, Temp Fence etc.  Yes **COMPLETE BELOW**  No

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## Section 3 All applicable sections must be completed

### 3.1 Bond determination and Application Fee

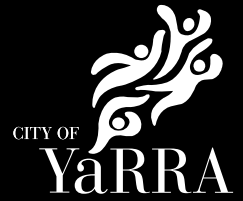
Council may require an Asset Protection Bond where it is identified Council assets including street trees may be damaged during the building works. The Bond is refundable. (Conditions apply, see info. 4)

- \$10,000 or less (no application fee)
- \$10,001 to \$500,000 (application fee \$288.30)
- \$500,001 or more (application fee \$868.30)

What are the total value of the works?

# Application for Asset Protection Permit

Under Council General Local Law, 2016



## Privacy notification

Yarra City Council is collecting the personal information requested on this form for the purpose of determining the provision of Asset Protection within the City of Yarra. The personal information will be used solely by the Yarra City Council for this primary purpose and the directly related secondary purpose of sending you any further information relating to this process. The applicant understands that the personal information provided is for these purposes and that they may apply to council for access and/or amendment of the information.

## Information

### Information 1

It is important for council to understand what heavy equipment will be used (cranes, excavators etc) as the delivery and operation of this equipment may have significant impact on council assets.

### Information 2

**Road/Footpath Road Occupation Permit is required if you:**

- Need to place hoardings, scaffolding, gantries, building materials, ladders, site sheds, concrete pumps, elevated work platforms, mobile scaffolding, etc or
- Require a work area for plant and equipment
- Need to place cranes on Council land including encroachment by the jib or stabilising legs and/or requires a work area for other hoisting devices and supporting vehicles.
- Require a works-zone for construction vehicle parking For further information please visit [yarracity.vic.gov.au/roadoccupation](http://yarracity.vic.gov.au/roadoccupation)

### Information 3

**Road/Footpath Opening and Service Connections**

If you need to carry out works in the road, including working on or connecting new services such as water, underground power supply or stormwater, you will need a permit from Council. This applies to access to any Council managed land.

You may need other approvals before even applying for the Road/Footpath Opening consent, depending on the purpose of the road opening.

For further information please visit [yarracity.vic.gov.au/roadopening](http://yarracity.vic.gov.au/roadopening)

### Information 4

Bond determination is based on a dilapidation inspection that occurs prior to any works being carried out. Bond calculation is determined by assessing the likelihood of a damaging event occurring and the potential significance of that damage.

Bluestone laneways, delivery methods, proximity of works to the property boundary are just some key influencers of bond determination.

A minimum of a \$5000 bond or bank guarantee will be required when a bond is requested for your proposed works.

The Bond amount can be supplied by two methods:

1. Direct Payment to Council by Cash, Cheque, Credit Card
2. Bank Guarantee. You can approach your bank to draw up a BG which can then be supplied to Council. (all bank guarantees must not have an end date)

### Information 5

A Temporary Vehicle Crossing Permit is needed when access to a property is needed during a construction project and there is no existing vehicular access to the property from the roadway.

Please visit [yarracity.vic.gov.au/temporaryvehiclecrossings](http://yarracity.vic.gov.au/temporaryvehiclecrossings)

## How to submit this form

Please submit this form along with all attachments online via this link [yarracity.vic.gov.au/assetprotection](http://yarracity.vic.gov.au/assetprotection)

Yarra City Council PO Box 168 Richmond VIC 3121

T 9205 5555 E [info@yarracity.vic.gov.au](mailto:info@yarracity.vic.gov.au) W [yarracity.vic.gov.au](http://yarracity.vic.gov.au)

TTY 133 677 then ask for 9205 5555 **Interpreter Services** 9280 1940