



# APPLICATION FORM

## HEAVY/LONG VEHICLE ON RESIDENTIAL PROPERTY 2024/2025

### COMMUNITY AMENITY LOCAL LAW (2023) – Clause 43

**Note:**

- The permit application, together with the required documents, must be received at least 21 days prior to the proposed commencement date.
- Permits will not be granted on vacant land.

**APPLICANT'S DETAILS**

Name: .....

Address: .....

Suburb: ..... Post Code: .....

Telephone: ..... Mobile: .....

Email: .....

Are you the property owner ?

If no, must provide written permission from the property owner.

**VEHICLE KEPT ADDRESS**  As Above

Property Address: .....

Suburb: .....

**VEHICLE DETAILS**

Make .....

Model .....

Registration .....

GVM .....

Length .....

**ADDITIONAL INFORMATION REQUIRED**

Purpose for placement of vehicle on property.....

Indication of times vehicle will be coming/going.....

**PERMIT CONDITIONS**

- 1. LIABILITY**  
The Permit Holder conducts the Permitted Activity at the property entirely at their own risk.
- 2. INDEMNITY**  
The Permit Holder agrees to hold harmless, indemnify and keep indemnified Council, its Councillors, staff and contractors ('Council') against any action, claim, demand, cost (including legal costs) or other liability claimed against or incurred by Council in respect of any accident, damage, injury or loss arising from the Permitted Activity and the Permit Holder's compliance or purported compliance with these Permit Conditions.
- 3. BREACH OF PERMIT**  
In the event of a breach of these Permit Conditions, Council may opt to serve the Permit Holder with a Notice to Comply or revoke the Permit acting entirely in its discretion.
- 4. AMENDMENT OR CANCELLATION OF PERMIT**  
Council may correct, amend or cancel this Permit in accordance with the *Community Amenity Local Law 2023*.
- 5. GENERAL**  
The Permit Holder:
  - 5.1. must ensure the Activity does not adversely impact surrounding residents or the public;
  - 5.2. must allow Council staff, its contractors, persons authorised by Council and emergency services access to the Location at any time during the Permit Period;
  - 5.3. must follow all directions of Council staff in relation to the Activity;

OFFICE USE ONLY: GL Narrative

Application Fee 1LL Permit No GST General Permit

Fees do NOT fall within the scope of the GST

- 5.4. must follow all directions of emergency services;
  - 5.5. is responsible for the conduct and behaviour of any persons in respect of their compliance with these Permit Conditions;
  - 5.6. must not transfer this permit to a third party;
  - 5.7. must advise Council of any changes to the Permitted Activity; and
  - 5.8. must comply with all laws, rules and regulations; and
  - 5.9. must produce a copy of this Permit on request by a member of Council staff or Victoria Police.
- 6. PROTECTION AND REPAIR OF COUNCIL ASSETS**
- 6.1. The vehicle must only access the property via a concreted crossover
  - 6.2. The permit holder is responsible for the repair or cost of repair to Council assets if damage is caused by the vehicle
- 7. AMENITY & SAFETY**
- The Permit Holder / driver of the vehicle:
- 7.1. must ensure the vehicle does not remain dismantled and/or in an unsightly manner whilst kept on the property
  - 7.2. must ensure entry and exit is carried out in a safe manner
  - 7.3. must ensure the vehicle is parked entirely on the private property and does not encroach on any part of the road or footpath
  - 7.4. must not use exhaust breaks in residential areas
  - 7.5. must adhere to any relevant noise regulations

**APPLICATION PROCESS**

When a completed application is lodged and payment has been made, notification will be sent to surrounding property owners to advise of the intent to park such vehicle at the indicated property allowing for property owners to submit any objections they may have.

The decision to approve or decline the application will be subject to the circumstances of any objections from surrounding property owners and whether the property is suitable for the vehicle.

**ANNUAL FEE – 2024/2025**

<i>Application Fee</i>	\$313.15
Permit period 30 September 2023 – 30 September 2024	

**PAYMENT OPTIONS**

**IN PERSON**

Payment can be made with cash, cheque/money order, eftpos and credit card in person at: *Civic Centre, 45 Princes Hwy, Werribee.*

**BY POST**

Forward your cheque/money order along with your completed application form and all additions documents to:  
*Wyndham City Council, PO Box 197, Werribee 3030.*

**BY PHONE**

Payment can be made by calling the City Amenity and Safety Department on 1300 023 411

**CHEQUES/MONEY ORDERS SHOULD BE MADE PAYABLE TO WYNDHAM CITY COUNCIL AND BE CROSSED WITH NOT NEGOTIABLE. POST DATED CHEQUES WILL NOT BE ACCEPTED.**

**DECLARATION**

I confirm that I have authority to sign this application form on behalf of the business/company named above (if applicable).

I acknowledge and agree that this application is subject to the Conditions, which I confirm that I have read and understood.

Applicant signature ..... Date .....

**PRIVACY STATEMENT:** Your personal information is being collected by Council for the purpose of obtaining a permit under Community Amenity Local Law (2023). Your information will be stored in Council’s Customer Database and used to identify you when communicating with Council and for delivery of services and information to you. For further information about how your personal information is handled, visit Council’s Privacy Policy at: [www.wyndham.vic.gov.au/privacy-policy](http://www.wyndham.vic.gov.au/privacy-policy).

# SITE PLAN

A large grid for drawing a site plan. The grid is composed of 20 columns and 25 rows of squares, providing a space for sketching the property, including the fenceline and dwelling/s, and indicating the intended location to park a vehicle and the distance from the vehicle to adjoining fenceline/s.

**DRAWINGS SHOULD SHOW THE FOLLOWING:** Sketch of the property, include fenceline and dwelling/s  
Intended location to park vehicle  
Distance from the vehicle to adjoining fenceline/s