**Application form for Consent to work within a Hume City Council Road Reserve**

This notification/application is provided in accordance with:
1. Road Management Act 2004, Schedule 7
2. Road Management (Works and Infrastructure) Regulations 2019

Use this form for: (i) Notification of proposed works, (ii) Application for consent, or (iii) Notification of completed works to the Coordinating Road Authority (CRA) or Road Authority with Operational Responsibilities

- **PLEASE BE AWARE ONCE A PERMIT IS ISSUED WORKS MUST BE COMPLETED WITHIN 60 DAYS OF THE Issue DATE**

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### APPLICANT DETAILS

- **Type:**
  1. Notification of proposed works or
  2. Application for consent or

- **Date:**

- **Consent Number:**

- **Your Ref:**

- **To:** (Coordinating Road Authority)

- **From:** (Applicant's Name)

- **Fee:** (ONLY for "Application for Consent")

- **Role:**
  1. Owner or
  2. Occupier or
  3. Builder or
  4. Other or
  5. Contractor on behalf of (specify)

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### DETAILS of WORK

- **Work type:**
  1. Service connection
  2. Drainage connection
  3. Stormwater connection
  4. Residential Vehicle Crossing
  5. Residential vehicle crossing extension
  6. Rural Vehicle Crossing
  7. Industrial Vehicle Crossing
  8. Utility Authorisation Only
  9. Landscape
  10. Other Works (specify: .........................)

- **Proposed Start Date:** __/__/20

- **Site Address:**

- **City/Town:**

- **Additional Location Details:** (Optional)

- **Description of works:** (include list of assets affected by works)

- **Speed zone:** (where works will be occurring)

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### WORKS MANAGER DETAILS

- **Contractor or Company Name:**

- **Contractor/Company ABN:**

- **Contractor's Address:**

- **City/Town:**

- **State:**

- **Telephone (BH):**

- **Telephone (AH):**

- **Facsimile:**

- **Mobile:**

- **Name of Works Manager:**

- **E-mail address:**

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- **Does the contractor have Public Liability Insurance? (Yes/No):**

- **Amount of P.L. Cover:** $

- **Name of Public Liability Insurance Company:**
* Works Manager – Any person or body that is responsible for the conducting of works in, on or under the road. (Road Management Act – Schedule 7, Clause 14)

Note: Applicant must supply to Council the name of the Work Manager or Contractor and Public Liability Insurer before this application can be paid for and accepted.

Works Manager Responsibilities:

Principles applying to infrastructure managers and works managers:

1. An infrastructure manager or a works manager must have regard to the principles specified in this clause in the provision of non-road infrastructure on roads.
2. The primary purpose of a road is use by members of the public and authorised users must be managed as far as is reasonably practicable in such a way as to minimise any adverse impacts on the primary purpose.
3. Without limiting the generality of sub-clause (2), authorised uses must be managed so as to –
   a. minimise any damage to roads and road infrastructure;
   b. ensure that works necessary for the provision of non-road infrastructure are conducted as quickly as practicable;
   c. minimise any disruption to road users;
   d. minimise any risk to the safety and property of road users and the public generally;
   e. facilitate the design and installation of infrastructure which minimises any risk to the safety of road users;
   f. ensure that the road and any other infrastructure is reinstated as nearly as practicable to the condition existing before the works necessary for the provision of the non-road infrastructure were conducted;
   g. protect and preserve existing significant roadside vegetation and sites of biological significance within the road reserve.

(Road Management Act - Schedule 7, Sec 14)

DECLARATION BY APPLICANT

I make this declaration in the firm belief that all the information provided on this form is, to the best of my knowledge, true and correct and I am aware that false declarations may be punishable by law.

APPLICANT’S SIGNATURE                        DATE

NO WORKS CAN COMMENCE UNTIL A WRITTEN PERMIT HAS BEEN ISSUED AND RECEIVED – PENALTIES MAY APPLY

In accordance with Sect 123 Road Management Act 2004, Council may apply an Inspection Service charge to any works undertaken within the road reserve. This charge will be calculated in accordance with the Road Management (Works and Infrastructure) Regulations 2019 Fee Schedule.

Consent/Inspection fees are payable when you lodge an application

<table>
<thead>
<tr>
<th>Working on an area over 8.5m² of works</th>
<th>Working on an area under 8.5m² of works</th>
</tr>
</thead>
<tbody>
<tr>
<td>On roadway, shoulder or pathway (see note 1)</td>
<td>Not on roadway, shoulder or pathway (see note 2)</td>
</tr>
<tr>
<td>Asphalt/gravel road, kerb &amp; channel and concrete vehicle crossings and footpaths</td>
<td>Naturestrip (soil/seeded area)</td>
</tr>
<tr>
<td>43.1 fee units</td>
<td>23.5 fee units</td>
</tr>
<tr>
<td>$638.30</td>
<td>$348.00</td>
</tr>
<tr>
<td>On roadway, shoulder or pathway (see note 1)</td>
<td>Not on roadway, shoulder or pathway (see note 2)</td>
</tr>
<tr>
<td>Asphalt/gravel road, kerb &amp; channel and concrete vehicle crossings, crossing extensions &amp; footpaths</td>
<td>Naturestrip (soil/seeded area)</td>
</tr>
<tr>
<td>9.3 fee units</td>
<td>6 fee units</td>
</tr>
<tr>
<td>$137.70</td>
<td>$88.90</td>
</tr>
<tr>
<td>Other roads, speed over 50km/h</td>
<td>Other road, speed under 50km/h</td>
</tr>
<tr>
<td>Other road, speed under 50km/h</td>
<td></td>
</tr>
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As at 1 July 2019: 1 fee unit = $14.81 (fee units are reviewed annually on 1 July)

Notes:
1. Conducted on, or on any part of, the roadway, shoulder or pathway
2. Not conducted on, or on any part of, the roadway, shoulder or pathway
3. Municipal road or non arterial State road

Council is collecting the information on this form so that it may consider your application for Consent to Dig in a Road Reserve in accordance with General Local Law No 1. If you fail to provide this information, your application may not be processed. The information will be used for administration purposes and will not be disclosed to any other party except as required by law or where you fail to comply with any conditions of this consent and a third party suffers a loss or injury. You may access this information by contacting Council on 8205 2200.

Office Use Only

Application Fee: Date: Receipt Number: GL: Road Opening
1. **Application Information and Specifications**

*Note: This information is to be retained by the applicant*

**CONSENT TO CONSTRUCT OR ALTER VEHICLE CROSSING**
A permit must be obtained prior to constructing or altering a vehicle crossing within Hume City. The permit can be applied for at any of the Council Offices at Broadmeadows, Sunbury or Craigieburn. 24 hour notice must be given to Council’s Technical Services department, telephone 9205 2577 for an inspection prior to the pouring of the concrete.

**1. RESIDENTIAL VEHICLE CROSSING**
- a) The minimum width of a standard crossing is 3.0m and the maximum width is 3.7m.
- b) Width of over 3.7m will only be permitted if it is not possible to gain access in to the property without driving over the nature strip.
- c) Form and thickness of crossing shall be in accordance with Council’s specifications.
- d) Not more than one vehicle crossing shall be permitted for each allotment unless otherwise permitted by Council.

**2. COMMERCIAL/INDUSTRIAL VEHICLE CROSSING**
- a) Minimum width of crossing shall be 5.0m.
- b) Form and thickness of crossing shall be in accordance with Council’s specifications.
- c) Multi unit developments with 4 or more than 4 units/flats must have commercial type crossing.

**3. VEHICLE CROSSING FINISHES**
All crossings must be constructed using plain concrete where there is a footpath present. Decorative concrete finish – with or without colouring pigment, or block paving using brick, stone or concrete interlocking pavers is not permitted unless otherwise approved by Council.

**4. GENERAL**
- a) Applications must include a completed application form, 2 copies of fully dimension scale drawings, site plan and specifications for the proposal. Drawings should show any drainage assets or other street reserve assets or equipment relevant to or affected by the application.
- b) No crossing will be permitted within 9 meters of any intersection without written approval from Council.
- c) All crushed rock used to be 20mm Class 2 fine crushed rock.
- d) Only ready mixed concrete to be used and this must conform to A.S. 1379 Ready Mixed Concrete with a compressive strength of 25 Mpa or greater at 28 days.
- e) Where extensions are made to existing crossings, the existing return and footpath shall be saw-cut and the new work shall be keyed into the old concrete (dowel joints must be used for all crossings).
- f) Where it is necessary to have a new location for an existing crossing, the existing crossing MUST BE REMOVED and the kerb and channel replaced in that section AT THE OWNERS EXPENSE.
- g) Persons taking out this consent will be responsible for any damage caused within road reserve and must either repair damage to Council specifications or pay Council re-instatement cost.
- h) Once vehicle crossing is constructed to Council Specifications, ongoing maintenance and upkeep of the crossing becomes sole responsibility of the owner.

*PLEASE BE AWARE ONCE A PERMIT IS ISSUED WORKS MUST BE COMPLETED WITHIN 60 DAYS OF THE ISSUE DATE*
NOTE: SD269

RURAL VEHICLE CROSSING & CULVERT

TYPE: A-A

Title boundary

SECTION A-A

1.0% SRED. WIDE RIDE DESERT.

2.0% WIDE RIDE DESERT.

20cm THICK LAYER

2 x 2.44m CLASS 4 RP 300mm MIN.

RURAL VEHICLE CROSSING

HEADWALL AS PER SD 2620.

NOTES:

HEADING POINT TO BE REMOVED AS PER SD 2620.

SHOULDER CROSSFALL TO BE TERMINATED AS PER SD 2620.

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HEADWALL AS PER SD 2620.

CONCRETE MINIMAL TIP (52230) WILL ONLY BE APPROVED AFTER ON SITE INSPECTION BY CONSTRUCTION OFFICIALS.

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HORIZONTAL As PER SD 2620.

HEADING POINT TO BE REMOVED AS PER SD 2620.

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**Section A-A**

1. **Crushed Rock**
   - Compacted class 3
   - Compacted to be 75mm

**Section B-B**

- **The Wommal**
  - Variable height

**Notes:**

- **Column:** The details shown in Section A-A must be adhered to during construction.
- **Detail:** The position of the batter to the top of the model is essential for the safety of the concrete. Example:
  - The relation of the batter to the top of the model is essential for the safety of the concrete.

**Dimensions:**

<table>
<thead>
<tr>
<th>Type</th>
<th>Width</th>
<th>Height</th>
<th>Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>300</td>
<td>75</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>400</td>
<td>100</td>
<td>25</td>
</tr>
<tr>
<td>3</td>
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<td>125</td>
<td>30</td>
</tr>
<tr>
<td>4</td>
<td>600</td>
<td>150</td>
<td>35</td>
</tr>
</tbody>
</table>

**Elevation View**

**Plan View**

**Isometric View**
RESIDENTIAL FOOTPATH JOINT DETAILS

CONSTRUCTION
WEAKENED PLANE EXPANSION

APPROVED TO 80% CEMENT BOND
REINFORCEMENT

5. TAKE CARE TO MEASURE THE TIMES.

4. CONCRETE SHALL BE 25MM AT 28 DAYS (288MPG FOR 1:10 VOLUME TO REINFORCEMENT.

3. THE FINISHED SURFACE SHALL HAVE A LIGHT BROOM FINISH.

2. WEAKENED JOINTS SHALL BE ASPIRED AT 1000

1. FOR THE BARS TO BE INSTALLED AT 200 MAXIMUM CENTRES.

NOTES:
- @ 300 MAX CENTRES
- REINFORCEMENT TO 80% STANDARD

TYPICAL CROSS SECTION

120MM CEMENT CENTRALLY LOCATED
150MM MIN.
1500MIN.
75MM MIN.
10-15
10-15
450

SL62 MESH CENTRALLY LOCATED
6.25M MESH CENTRALLY LOCATED

CLASS 2 CEMENT MIXTURE
W/C RATIO 0.52

25K CM HIGH
25K CM LONG

DRAINAGE SPILLAGE