

APPLICATION FOR WORKS IN COUNCIL'S ROAD RESERVE (INCLUDING VEHICLE CROSSOVER)

DO NOT START WORK until written consent has been granted from Council (the Road Authority).

Office Use Only: (stamp)

Applicant's Details

Applicant's name: (& Contact person)		
Postal address:		
Phone:	Mobile:	
Email address:		
(please tick). ☐	I agree to receive communication regarding this application via email.	

The Land (location of works)

Site address or closest known street address to the location of the proposed works within the road reserve (e.g. road reserve immediately in front of 123 Alphabet Street, Alphabet City)	
Existing buildings on site:	☐ Yes ☐ No (vacant land)

Contractor Details

Name of nominated Council approved contractor to undertake the works:	
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Approved Contractor Register list [available online](#).

As the applicant, I, the undersigned, declare that I have read and understood the Privacy Statement below, that I consent to my information being gathered and used as described and that the information I have provided is true and correct to the best of my knowledge.

Applicant Signature		Date	
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PRIVACY STATEMENT

The Northern Midlands Council abides by the *Personal Information Protection Act 2004* and views the protection of your privacy as an integral part of its commitment towards complete accountability and integrity in all its activities and programs.

Collection of Personal Information:

The personal information being collected from you for the purposes of the *Personal Information Protection Act, 2004* and will be used solely by Council in accordance with its Privacy Policy. Council is collecting this information from you in order to process your application.

Disclosure of Personal Information:

Council will take all necessary measures to prevent unauthorised access to or disclosure of your personal information. This information will not be disclosed to any other external agencies unless required or authorised by law.



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Paid \$.....
Date:
Receipt:
Reference:

The Proposal

(please tick). ☐	Remove an existing access
☐	Install new driveway access (where none exists)
☐	Install a second driveway access on a second frontage
☐	Install a second driveway access on the same street as the existing access. <i>Please note a planning permit will be required. Please contact the Planning Department for further details and to apply for approval.</i>
☐	Widen an existing crossover
☐	Upgrade/Replace an old driveway with no change to its size or location
☐	Relocate a driveway access to a new location and remove the old driveway access
☐	Include use of heavy vehicles
☐	Other (please specify) –
Is there a development application associated with this application? (E.g. planning permit or building permit)	
☐ Yes ☐ No	
If yes, provide permit number:	

A site plan showing the exact location of the proposed works (e.g. driveway crossover entrance) in relation to existing buildings, structures, property boundaries and services is required to process your application.

Aerial imagery and site photos are acceptable, provided they have been annotated to show the necessary level of detail.

Site plan attached?

☐ Yes