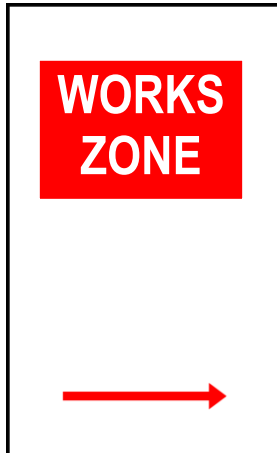


Works Zone Application Form and Information



A Works Zone is an area of road set aside for deliveries and/or loading/unloading of building materials at a work/construction site.

A vehicle must not stop in a works zone unless the vehicle is engaged in construction work in or near the construction site.

PLEASE NOTE: Works Zones can only be applied for in areas of road where legal parking is permitted and a permit will only be issued for a period of 10 days or more.

Applicants must adhere to the conditions attached to the permit given after application is approved. The permit must be available for inspection on site at all times.

The following information is required when applying for a Works Zone Permit:

- A Certificate of Currency or Summary of Insurance, with a minimum of \$20 Million of Public Liability Insurance
- A plan showing the road area and location of proposed 'Works Zone'

You will also be required to provide a notification letter, to the surrounding stakeholders regarding the Works Zone. Notification letters are a mandatory requirement and a copy must be supplied to Council with this application. The notification letter must include (as a minimum) the following;

- the name and phone number of the contact person on site
- any relevant site plan information
- the expected length of time or dates of occupancy etc

TIMEFRAME

Applications must be submitted a **minimum of 10 working days prior to works commencing.**

COSTS: (for 2017-2018 financial year)

The following costs apply;

Works Zone occupancy	\$54.00 per bay per day
Works Zone Sign	\$242.00 per sign*

* The number of signs required for each site will be reviewed on a case-by-case basis.

FURTHER INFORMATION

Asset Protection & Permits Team
City of Boroondara
8 Inglesby Road
Camberwell 3124

Phone: (03) 9278 4505

Email: boroondara@boroondara.vic.gov.au

PRIVACY STATEMENT:

The personal information requested on this form is being collected by Council for the purpose of charging fees in relation to the above service. The personal information will be used by Council for that primary purpose or directly related purpose. The personal information collected will be disclosed to Council's bank or other financial institution for the purpose of processing payments and will not otherwise be disclosed unless required by law. If the information is not collected an alternative payment method will be required before your service request can be processed. The applicant understands that the personal information provided is for the purpose of charging fees and that he/she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council's Privacy Officer.