

Application for Asset Protection Permit

PYRENEES
SHIRE



Applicant Details

Name of Applicant	
Address of Applicant	
Town	
Date	Phone

Builder Details (if applicable)

Name of Builder	Phone
Address of Builder	
Town/City	Postcode

Proposed Works – Asset Protection

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Location of Works

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Asset Details

Is there EXISTING damage to Council Assets If Yes please TICK affected asset	YES	NO	Photo Attached	YES	NO
No response to this question will indicate there is no existing damage to any Council Asset					

Type of Damaged Asset

Road	Stormwater Drain or Pit	Footpath	Signage
Furniture	Street Tree	Road Reserve	
Open Drain	Kerb and Channel	Nature Strip	

Describe Existing damage

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If there is insufficient space to describe damages staple extra sheets to the back

CONDITIONS OF THE ASSET PROTECTION PERMIT

Pyrenees Shire Council may impose any or all of the following conditions. The conditions detailed below are not an exhaustive list.

1. The Applicant must within seven (7) days before commencing any proposed works:
 - Obtain an Asset Protection Permit.
 - Advise Council in writing of any damage that exists to any Council Infrastructure Asset.
2. The holder of the permit shall pay any general charge applicable for the Asset Protection Permit.
3. The holder of the permit may provide monetary guarantee to secure the cost of the Council having to rectify any interference with a Council road.
4. If the Council does not receive the required advice in writing under clause 1, it shall be deemed that there was no existing damage to any Council infrastructure Asset.
5. The holder of the permit must, within seven (7) days after completion of the works excavation works:
 - Ensure that all wastes (including surplus soil, earth and other materials) generated by the road excavation works are lawfully disposed of as directed by Council and;
 - Make good all the structure of the Council road to the satisfaction of the Council.
6. As soon as practicable after completion of works a Final Inspection will be conducted by an authorized Council Officer in respect of any Council Infrastructure Asset.
7. The holder of the permit must maintain the structure of the Council road including any disturbed associated infrastructure and services to the satisfaction of Council, for a period of 3 months after the completion and acceptance of the Asset Protection Permit by Council unless otherwise required by Council.
8. The holder of the permit must ensure that the safety of pedestrians and traffic by providing and maintaining appropriate signage and barrier protection in accordance with the documents listed below, including any amendments subsequent to the original
 - *Victorian Government Gazette No. S 276 Wednesday 22 December 2004 Road Management Act 2004 Worksite Safety – Traffic Management Code of Practice.*
 - *AS 1742.3-2009 Manual of uniform traffic control devices - Traffic control for works on roads for pedestrian control.*
9. If any repair to Councils infrastructure assets are required, the repair must be in accordance with standards specified by Council and within specified time lines.

I/We hereby declare that we have read and fully understand the application and the terms and conditions relating to this application as per the attached conditions applicable to an Asset Protection Permit.

Name of Applicant _____

Signature of Applicant _____ Date _____

Office Use Only – Engineering Department

Existing Damage Inspected: YES / NO Date:
Does the assessment reflect that of the applicants: YES / NO
Additional Comments / Conditions:

Permit No.
Signature of Authorising Council Officer: Date:

Office Use Only – Customer Service

Permit Fee: \$55.00

Payment Receipt No.:

On Payment, the Council Cashier Officer is to forward the completed permit to Council Records for notification to the Engineering Department.

PYRENEES SHIRE COUNCIL



5 Lawrence Street, Beaufort 3373
Phone: (03) 5349 1100
Fax: (03) 5349 2068
Email: pyrenees@pyrenees.vic.gov.au

PAYMENT OPTIONS FORM

(Please attach with your application)

Name:			
Property Address:			
Phone Number:			
Email:			
Department:	<input type="checkbox"/> Building	<input type="checkbox"/> Planning	<input type="checkbox"/> Local Law
	<input type="checkbox"/> Environmental Health	<input type="checkbox"/> Other :	
Description:			
Total Amount To Pay:	\$		

How would you like to pay?

<input type="checkbox"/> Over the Phone by CREDIT CARD	Our Customer Service team will call the phone number provided on this form to take your payment.
<input type="checkbox"/> In Person by CASH, CHEQUE or EFTPOS	Please bring your application and pay in person at Council's Beaufort Office or Avoca Information Centre.
<input type="checkbox"/> Mail a CHEQUE	Post your application and include a cheque payable to: Pyrenees Shire Council, 5 Lawrence Street, BEAUFORT Vic 3373.

Signed: _____ **Date:** _____

PLEASE NOTE THAT YOUR APPLICATION CANNOT BE ASSESSED OR PROCESSED UNTIL PAYMENT HAS BEEN MADE IN FULL