

# Application for Public Precautions / Hoarding Permit / Construction Zone



Building Services

## Protection of the Public & Construction Zones | Regulation 116

### Need Help?

Please contact Building Services if you need help completing this form or if you are unsure about the information we need to process the application. You can also visit [www.maroondah.vic.gov.au](http://www.maroondah.vic.gov.au) or call us on 1300 88 22 33 or (03) 9298 4598. **You can also apply online.**

### Applicant / Owner Details

Title		First Name		Surname		
Postal Address					Postcode	
Phone			Email			

### Property Details

Lot/s No		Unit No		Street No		
Street/Road			Suburb		Postcode	

### Appointed Building Surveyor

Name		Company				
Postal Address					Postcode	
Building Practitioner Registration Number						

Details of Proposed Protection (Hoardings) (Separate Plan to be attached, see note (a))

Public Liability Details

Amount of Cover (Minimum \$10 million) \$

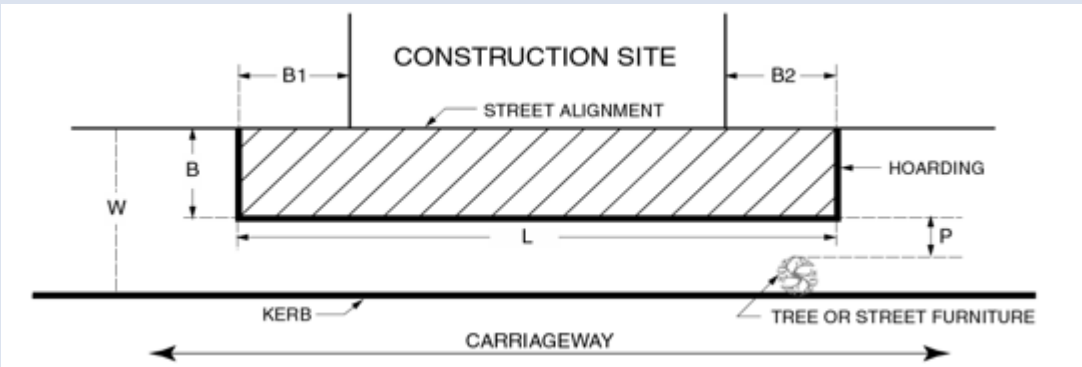
Insurance Firm

Hoarding Details

Start Date

Finish Date

A maximum of 6 months may be applied for. Extensions may be applied for **prior to** the permit expiring.



Hoarding Length 'L'

Hoarding Width 'B'

Overlap 'B1'

Overlap 'B2'

Footpath Width 'W'

Clear Pedestrian Access 'P'

Area m<sup>2</sup>

Note: Where non standard shapes are proposed, provide a dimension plan.

## Application Declaration

I (the applicant) hereby declare I am the owner or am authorised to apply for this permit on behalf of the owner or principal contractor..

Signature

Date

## Additional Notes

- a) No hoardings etc. are to be erected until Council (through its delegate the Municipal Building Surveyor) has given its consent and report pursuant to regulation 116(4).
- b) The hoardings etc must be approved by the relevant building surveyor before building works commence pursuant to regulation 116(2).
- c) Before and during the carrying out of building work all excavations must be fenced or otherwise guarded against being a danger to life or property pursuant to regulation 116(3).
- d) Every hoarding and overhead protective awning shall have fitted to it such lights as may be required and all such lights shall be lit before or at sunset each day and kept alight from sunset to sunrise. If electricity is not available on the site, a temporary supply shall be provided for the lights; as necessary.

\*Please note: The prescribed fee must be paid prior to any determination.

## Fee Calculations

Domestic: 1 + 2 = Total fee payable  
Commercial: 1+ 3 = Total fee payable

1	Application Fee	\$335.60 (Regulation 116)
2	Single Dwelling (Class 1 & 10)	\$80.00 per week
3	Units, Residential, Commercial & Industrial :	

Declared Roads/ Activity Centre\* \$10.70 X (\_\_\_\_)m<sup>2</sup> X (\_\_\_\_) No. Of week occupation = \$

**\*Minimum fee of payable \$306.35**

Non-Declared Roads# \$6.75 X (\_\_\_\_)m<sup>2</sup> X (\_\_\_\_) No. Of weeks occupation = \$

**\*Minimum fee payable 198.85**

## Application Checklist

An **Asset Protection Permit** may also be required, please contact Council's Asset Protection Department on 9294 5671 for further information or visit [www.maroonah.vic.gov.au](http://www.maroonah.vic.gov.au)



Detailed plans (3 copies min.) which must accompany this application and contain information including but not limited to site plan, elevation/s, and/or connection details etc

<input type="checkbox"/>	Current copy of Title/ Plan of Subdivision
<input type="checkbox"/>	Details of hoardings/safety barriers together with the structural certification and written confirmation from the relevant building surveyor stating that the proposed precautions have been approved in accordance with Regulation 604(2).
<input type="checkbox"/>	Details and written confirmation from the relevant building surveyor confirming that access around or through the public precautions comply with AS1428.1-2009 and AS1428.4-1992 in accordance with Regulation 604(2)
<input type="checkbox"/>	<p>A copy of a traffic management to be in accordance with AS1742.3 and VicRoads Worksite Code of Practice consisting of:</p> <ul style="list-style-type: none"> <li>• Full site plan showing all property boundaries, buildings, footpaths and roadway details</li> <li>• Location and type of hoarding/scaffolding to be used</li> <li>• Distance/width of footpath to be taken up by the hoarding/scaffolding and remaining footpath width available for pedestrian travel</li> <li>• Location and type of pedestrian signage to be used</li> <li>• Location of trees, power poles, street signs, street furniture, service hatches, fire hydrants etc.</li> </ul>
<input type="checkbox"/>	Hoarding Permit are issued on the condition that public liability insurance is in place for its duration – for minimum cover of \$10 million against any claims of injury or damages resulting from the placement of the hoarding or protective awning with respect to building work.

## Lodgment and Payment Options

Application with Cheque or Money Order can be posted to *PO Box 156 Ringwood 3134*.  
Applications can be made and paid in person at our Customer Service Centres:

**Realm**, Ringwood Town Square, 179 Maroondah Highway, Ringwood (Opposite Ringwood Station)  
Hours: 9am-8pm Monday - Friday, 10am-5pm Saturday, Sunday and public holidays

**Croydon Library**, Civic Square, Croydon  
Hours: 9.00am-5pm Monday - Friday

## Privacy Collection Notice

Maroondah City Council is committed to protecting your privacy as prescribed by the Privacy & Data Protection Act 2014 and the Health Records Act 2001. The information you provide on this form is being collected by Maroondah City Council for the strict purpose of conducting Council business. Your information will not be disclosed to any external party without your consent, unless Council is required or authorised to do so by law. Failure to provide the information requested may make you ineligible to receive the service or be part of an event/function that is the subject of this form. Any access to the information, amendments that may be required or any privacy enquiries may be directed to Council's Privacy Officer & Health Records Officer on 9298 4211 or email - [privacy@maroondah.vic.gov.au](mailto:privacy@maroondah.vic.gov.au)

OFFICE USE ONLY **Payment Details (internal Use Only)**

AP: Prepayment: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Date Paid: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Cashier Use:-** Fee \$ \_\_\_\_\_ (Min as per calculation above).

AP PP/DISP ADD Narrative - Permit Type (Circle): HOARDING Payment Type: Cash/ Chq/ EFTPOS

Prepayment: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Amount: \$ \_\_\_\_\_