



APPLICATION TO BUILD OVER EASEMENT

Office Use Only	
Date Received	
Application Fee Deposit Account RC 142	\$262.00 (No GST Applicable)
Receipt Number	
Application Number	

APPLICANT DETAILS

PLEASE PRINT CLEARLY. TO BE COMPLETED BY THE APPLICANT AND/OR OWNER/S.

Name: _____
 Postal Address: _____
 Phone: _____
 Fax: _____
 Email: _____

PROPERTY DETAILS

Street No. _____ Lot No. _____ Street Name: _____
 Suburb: _____ Postcode: _____

DEVELOPMENT DETAILS (Tick appropriate box - what is being constructed over easement)

Dwelling Decking
 Garage Storage Shed
 Carport (Open - 2 sides) Eaves
 Pergola Other - Description: _____

DECLARATION - BUILD OVER EASEMENT (To be completed by the Owner/s)

I/We _____

Being the owner/s of the above property hereby agree that:

- In the event of a building or structure being constructed over the easement with the consent of Council, I/we will not sell or mortgage the said property without first disclosing any conditions made by Council in relation to the said building or structure to the purchaser or mortgagee.
- No compensation will be payable by Council in respect of damage to the building or structure positioned over the easement resulting from malfunction or movement of Council assets within the easement.

Signature of Owner/s: _____ **Date:** _____

TO BE PROVIDED WITH THIS APPLICATION FORM

- Detailed plans and elevations indicating:
 - Title dimensions
 - Easement location
 - Proposed structure in relation to easement
 - Details of structure
 - Location of any storm water assets including pits
 - Plans must show the amount of excavation and/or fill within the easement
- Current Copy of Title
- Payment of fee

The Application will not be processed if the above items are not provided with this form.

APPLICATION LODGEMENT & PAYMENT

Applications may be lodged by the following methods:

Mail

Locked Bag 2

Nunawading Delivery Centre

NUNAWADING VIC 3131

Please include cheque made payable to City of Whitehorse, or you can make payment by completing Credit Card Payment form, which can be downloaded at: www.whitehorse.vic.gov.au/Forms/Engineering

In Person

Whitehorse Civic Centre

379-397 Whitehorse Road, Nunawading

Cashiers are open between 8.30am - 4.45pm, Monday to Friday

Email

customer.service@whitehorse.vic.gov.au

Please include payment by completing Credit Card Payment form, which can be downloaded at: www.whitehorse.vic.gov.au/Forms/Engineering

Fax

(03) 9262 6490

Please include payment by completing Credit Card Payment form, which can be downloaded at: www.whitehorse.vic.gov.au/Forms/Engineering

Note: Please allow a minimum 10 working days from when the application is received by Council's

PRIVACY STATEMENT

Engineering Asset Team, for this application to be processed.

The personal information requested on this form is necessary for the purpose of processing this application. This information will be used solely by Council for that primary purpose or directly related purposes. The intended recipients of the information are Council officers. Council may disclose the information to law enforcement agencies, courts and other organisations authorised to collect it. Individuals have a right to seek access to their personal information and make corrections by contacting Council's Engineering Administration Team on 9262 6177. You may view Council's Privacy Policy on our website www.whitehorse.vic.gov.au or obtain a copy from any of the Council offices.