



Receipt No. :	
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2021/22 'Works Zone'

Application Form and Consent

For New Applications Only

Schedule 11, clause 1 Powers concerning parking as defined under the Local Government Act 1989, 'Council may fix, rescind or vary the days, hours and periods of time for which, and the conditions on which, vehicles may stand in a parking area in any highway or parking area'. 'Works Zone' parking prohibitions are enforceable under the Victoria Road Safety Road Rules 2017.

The installation of a new 'Works Zone' is for the purpose of providing safe access along the immediate frontage of the construction site for construction vehicles engaged in construction work undergoing loading and unloading activities. A 'Works Zone' is not for the purpose of providing parking for construction workers close to the construction site. **A minimum of 26 weeks must be applied for under this 'Works Zone' application.**

For projects that require parking opportunities, the applicant may apply for 'Construction Worker Parking Permits' to exempt construction workers from parking restrictions near a construction site. The application for Construction Worker Parking Permits can be downloaded by clicking the following link: www.whitehorse.vic.gov.au/living-working/parking/parking-permits

Where a local road footpath and or nature strip and or road is required to be occupied as part of your works, (such as unloading and loading of goods, crane lifts and concrete pours) and proposed changes to existing pedestrian and vehicle traffic management arrangements are required, or requested, a Temporary Part or Full Road Closure Consent is required. The application and consent for a Temporary Part or Full Road Closure can be downloaded by clicking the following link: <https://www.whitehorse.vic.gov.au/roads-footpaths-and-vehicle-crossings>

Enquiries regarding 'Works Zone' applications can be made to Council's Transport Team on 9262-6177.

Please allow at least ten (10) business days for this application to be processed, providing that all criteria is met and all required information has been submitted. Once consent is issued, it may take up to four (4) weeks for 'Works Zone' signage to be ordered and installed.

Applicant's Name			
Company Name (if applicable)			
Applicant or Company Address	Street:		
	Suburb:		Postcode:
Email address			
Phone Numbers	Mobile:		Business hours:

Development site address	Street:			
	Suburb:		Postcode:	
Proposed 'Works Zone' Frontage <i>(Note: Map on page 4 or 5 is to be completed)</i>	Road Name:			
	Road Name: <i>(if there is a second frontage)</i>			
Dates that the 'Works Zone' is required <i>(A minimum of 26 weeks)</i>	Dates:			
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

<input type="text"/>	<input type="text"/>	20	<input type="text"/>	<input type="text"/>	to	<input type="text"/>	<input type="text"/>	20	<input type="text"/>	<input type="text"/>
<small>Day</small>	<small>Month</small>	<small>Year</small>		<small>Day</small>		<small>Day</small>	<small>Month</small>	<small>Year</small>		

'Works Zone, 7am to 5pm, Monday to Saturday' restriction times

FEES

Minimum 26 Week 'Works Zone' Car Parking Occupation Fee (including GST)		Payment
Administration Fee	\$95.00	Sub-Total \$95.00
Signage installation and removal	\$695.00	Sub-Total \$695.00
Car Parking Spaces <i>(\$8.50 per car parking space x 6 days* x 26 weeks)</i>	\$1,326.00 x _____	Sub-Total \$ _____
Metered/Ticketed Car Parking Spaces <i>(\$40.00 per car parking space x 6 days* x 26 weeks)</i>	\$6,240.00 x _____	Sub-Total \$ _____
*6 days refers to Monday to Saturday		
Total Fee (GST included)		\$ _____

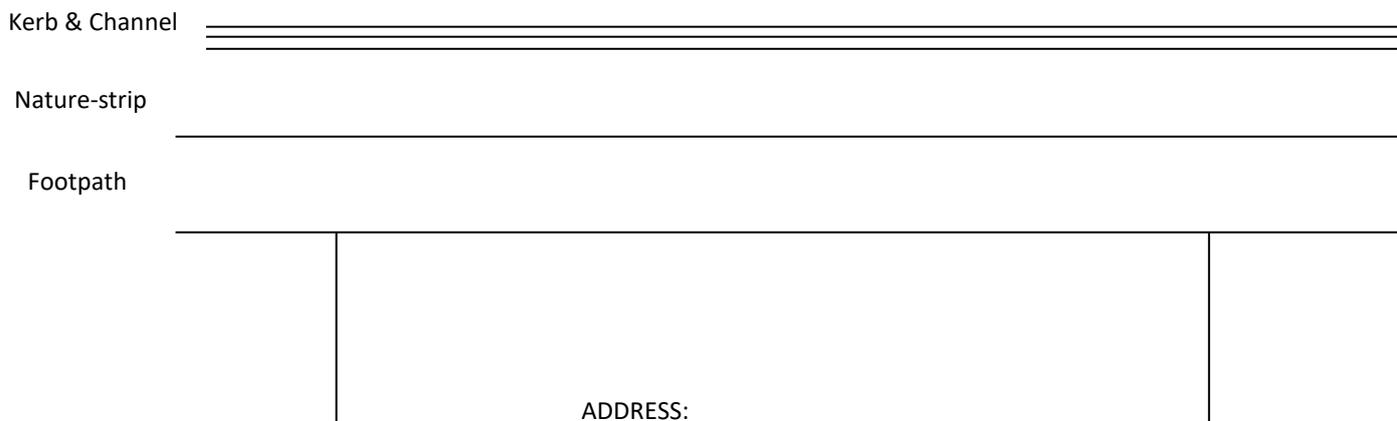
Terms and Condition of Consent

- A 'Works Zone' will only be considered along the frontage of the construction site for a **minimum of 26 weeks** (i.e. 6 months).
- A 'Works Zone' is **not** supported where there are existing No Stopping parking prohibitions and clearways.
- A 'Works Zone' is **not** supported where there are existing bus or tram stops (or similar) unless written support is obtained by the Department of Transport and the public transport operator.
- The maximum operating period of a 'Works Zone' is 7am to 5pm, Monday to Saturday.
- To extend/renew an existing 'Works Zone' Consent, the applicant will need to apply by submitting a **'Works Zone' Renewal Application Form** and nominate the additional weeks required.
- A **'Works Zone' Renewal Application Form** can be downloaded by clicking the following link: <https://www.whitehorse.vic.gov.au/roads-footpaths-and-vehicle-crossings>
- As per Road Rule 181 of the Victoria Road Safety Road Rules 2017, **"A driver must not stop in a 'Works Zone' unless the driver is driving a vehicle that is engaged in construction work in or near the zone."** The applicant is responsible to monitor vehicles illegally parked in the 'Works Zone' and to contact Council's Compliance Department on 9262-6333 during work hours for enforcement of illegally parked vehicles.
- Payment must be received to process this application.
- Upon receiving consent from the Transport Team for a 'Works Zone', please allow up to four (4) weeks for the required 'Works Zone' signage to be ordered and installed. In the meantime, the applicant may occupy the proposed parking area via enclosing the area with temporary bollards until the 'Works Zone' signs have been installed. After the signs have been installed, the placement of any obstruction on the road, such as temporary bollards, will require consent from the Transport Team.

Proposed 'Works Zone' Location Midblock Property

- ❖ Please indicate on the map below the lengths of available parking/parking bays and existing signs, poles, trees and crossovers. Indicate any parking restrictions that apply at this location e.g. '2-hour, 8am-6pm, Mon-Fri'.

Street _____



Legend

- Existing parking sign =
- Other signs/poles =
- Existing power pole =
- Existing bus stop flag = **B**
- Tree =

See next page for a corner property location

Proposed 'Works Zone' Location Corner Property

- ❖ Please indicate on the map below the lengths of available parking/parking bays and existing signs, poles, trees and crossovers. Indicate any parking restrictions that apply at this location e.g. '2-hour, 8am-6pm, Mon-Fri'.

Street _____

Kerb & Channel

Nature-strip

Footpath

SITE ADDRESS:

Street _____

Legend

Existing parking sign =



Other signs/poles =



Existing power pole =



Existing bus stop flag =



Tree =



Example
Crossover

Footpath

Nature-strip

Kerb & Channel

*** must be a separate attachment on your email ***



Credit Card Payment Request Form 'Works Zone' Application

Receipt No:	<input style="width: 150px; height: 20px;" type="text"/>
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PAYMENT DETAILS: (Please use CAPITAL LETTERS)

'Works Zone' Location	<input style="width: 95%; height: 25px;" type="text"/>																							
Name (as shown on credit card)	<input style="width: 95%; height: 25px;" type="text"/>																							
Company Name (if applicable)	<input style="width: 95%; height: 25px;" type="text"/>																							
Applicant or Company Address	Street:	<input style="width: 95%; height: 25px;" type="text"/>																						
	Suburb:	<input style="width: 200px; height: 25px;" type="text"/>	Postcode: <input style="width: 100px; height: 25px;" type="text"/>																					
Email address	<input style="width: 95%; height: 25px;" type="text"/>																							
Phone Numbers	Mobile:	<input style="width: 200px; height: 25px;" type="text"/>	Business hours: <input style="width: 150px; height: 25px;" type="text"/>																					
	Dates that the 'Works Zone' is required																							
<table style="width: 100%; border-collapse: collapse;"> <tr> <td align="center" colspan="3">Dates</td> <td align="center" rowspan="2">to</td> <td align="center" colspan="3">Dates</td> </tr> <tr> <td align="center"><input style="width: 30px; height: 25px;" type="text"/></td> </tr> <tr> <td align="center"><small>Day</small></td> <td align="center"><small>Month</small></td> <td align="center"><small>Year</small></td> <td></td> <td align="center"><small>Day</small></td> <td align="center"><small>Month</small></td> <td align="center"><small>Year</small></td> </tr> </table>				Dates			to	Dates			<input style="width: 30px; height: 25px;" type="text"/>	<small>Day</small>	<small>Month</small>	<small>Year</small>		<small>Day</small>	<small>Month</small>	<small>Year</small>						
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<small>Day</small>	<small>Month</small>	<small>Year</small>		<small>Day</small>	<small>Month</small>	<small>Year</small>																		

Account RC 451

'Works Zone' Car Parking Space Occupation Fee (including GST)	Payment
Administration Fee	\$95.00
Signage installation and removal	\$695.00
Sub-Total Car Parking spaces	\$ _____

Account RC 076

Sub-Total <u>Ticketed</u> Car Parking Spaces	\$ _____
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	Payment
TOTAL FEE (GST included) To be debited	\$ _____

Card type: **Visa** **Mastercard** (Please circle)

Card no:

(Please note that American Express and Diners Club cards are not accepted)

A credit card processing fee of 0.60% will be added to the total payment amount, debit cards are free of charge. These rates are reviewed annually, please refer to our website for updated rates.

Expiry Date:/..... Signature: Date: / / 20.....

The personal information requested on this form is necessary for the assessment of this application for a temporary part/full road closure under the *Road Management Act 2004* and/or the *Local Government Act 1989*. This information will be used solely by Council for that /those primary purposes. The intended recipients of the information are Council officers. Individuals have a right to seek access to their personal information held by Council and may make corrections to that information by contacting Council's Transport 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.