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| **APPLICATION TO KEEP HEAVY VEHICLES ON A RESIDENTIAL PROPERTY – 2023/24** |

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| **Applicant Details** | | | |
| Applicant’s Name |  | | |
| Applicants  Postal Address |  | | |
| Phone (mobile) |  | Phone (b/hours) |  |
| Applicant’s Email |  | | |

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| **Land Owner Details (If different to the Applicant Details)** | | | |
| Owner’s Name |  | | |
| Phone (mobile) |  | Phone (b/hours) |  |
| Email address |  | | |

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| **Vehicle Details** | |
| Address where vehicle is to be kept |  |
| Make |  |
| Model |  |
| Colour |  |
| Registration |  |
| Length |  |
| Gross Vehicle Mass (GVM) |  |

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| **Documentation to be attached with the application form** |
| In order for this application to be considered you are required to provide copies of the following documents:   * A copy of the heavy vehicle registration documentation indicating the name and address of the applicant * A sketch plan of where you plan to keep the vehicle * A copy of documentation confirming you reside at the property (it can be the registration documentation) - or * Written approval from the land/property owner to keep the vehicle on the property |

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| **Cost of Permit** | |
| Cost of Permit | Nil |

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The personal information on this form is being collected by Council to enable the processing of this application and for the purpose of administration of relevant Acts, Regulations and Local Laws. The personal information will be used by Council for that primary purpose or directly related purposes only. The information will not be released unless required by law. The applicant may apply to Council for access and/or amendments of the information.

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| **Permit Conditions** | * The permit holder must ensure that all the permit conditions are complied with at all times. * The permit is not transferable: * Permits are not to be photocopied and the copies used by someone not named on the permit * Permits cannot be used for a vehicle not listed on the permit * Permits are not to be leased, sold or given away * No form of advertising of a permit for rent, lease, sale profit or other beneficial or fraudulent consideration of causing such an advertisement to be published is permitted. * The vehicle is only to be parked in the stated location. * The permit is only valid for the stated period. * Only one vehicle may be specified per permit. * The vehicle is to be stored un-laden. * The area in which the vehicle will be stored is to be kept clean and tidy. You may not: * Wash the vehicle on the property * Repair or service the heavy vehicle on the property * Leave the vehicle to idle on the property * Store parts, lubricants, fuel or tyres on the property. * Noise and fumes emanating from the vehicle must not cause unreasonable nuisance. * At the conclusion of the permit period, the vehicle is to be removed or a new application form must be submitted. * The permit must be produced for an Authorised Council Officer on request. * The permit holder will comply with all directions by a member of Victoria Police or an Authorised Council Officer, including a direction that the vehicle must be removed from the site. |
| **Breach of Permit Conditions** | * The permit may be cancelled * Fines may be issued * Costs incurred by Council may be charged directly to the permit holder * Goods or equipment may be impounded * Future permit applications may be declined |
| **How to submit your application?** | * Via email by sending to: [customer.service@whitehorse.vic.gov.au](mailto:customer.service@whitehorse.vic.gov.au) * Via mail by sending to:   Community Safety, Whitehorse Council, Locked Bag 2, Nunawading Delivery Centre, VIC 3110   * In person at one of the Whitehorse City Council Customer Service Centres   **Whitehorse Civic Centre**  379 – 399 Whitehorse Road, Nunawading, 3131  Phone 9262 6333  **Box Hill Town Hall**  1022 Whitehorse Road, Box Hill  **Forest Hill Chase Shopping Centre**  Shop 275, Canterbury Road, Forest Hill |
| **Council Considerations** | In deciding whether to grant a permit the Council will take into consideration:   * The likely impact on the neighbourhood. Neighbours in nearby and adjoining properties will be of the application and the collective opinion of the community will be recorded * How close to neighbouring habitable rooms the heavy vehicle will be stored * The level of noise created from the heavy vehicle * The extent of the heavy vehicle fume emissions or related smells that may impact the surrounding area * The extent the vehicle will adversely affect pedestrian and motorist safety * The potential for Council assets to be damaged * The manoeuvring requirements of the vehicle and whether the carriageway width is sufficient for the vehicle to be turned within a maximum crossing width of 4 metres * Load limit restrictions in force on the relevant road or surrounding roads * Whether the property is large enough and its layout suitable for the vehicle to be properly garaged * Whether the heavy vehicle is registered and roadworthy * The applicant’s record in applying for similar permits and adherence to permit conditions * Any other circumstances associated with the application * Council officers will also inspect the area where you plan to keep your vehicle to verify the application details |
| **How long before you receive a response?** | * Allow 10 business days   Note: The permit process may be delayed if the required documentation is not provided, is out of date or insufficient. |
| **Unsuccessful applications** | * You will be notified in writing |
| **Link to further information** | <https://www.whitehorse.vic.gov.au/community-local-law/heavy-vehicles-kept-residential-properties> |