

Application for an  
**Asset Protection Permit EXEMPTION**  
Under the Community Safety and the Environment Local Law No 1

I, \_\_\_\_\_  
*(Person in charge of the building site - insert full name in BLOCK LETTERS)*

Of \_\_\_\_\_  
*(Name of Company)*

\_\_\_\_\_  
*(Address of Company)*

Contact numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_

Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Wish to apply for an exemption to the requirement to obtain an Asset Protection Permit due to: (please circle)**

1. The property boundary does not contain any of the following council assets;  
Curb and channel  
Drainage (including table drain)  
Street Trees  
Concrete crossover  
Bitumen Road
  - Photo's must be included showing the boundary and entrance.
2. The works are of a minor nature (please explain) & deliveries will be by vehicles no larger than small rigid vehicle (SRV\*)

\_\_\_\_\_  
\_\_\_\_\_

- Pre-inspection report must be completed and attached to this application

**Site Address:**

Address: \_\_\_\_\_

Anticipated commencement date of works: \_\_\_\_\_

Anticipated completion date of works: \_\_\_\_\_

*Privacy Notification*

The personal information requested on this form is being collected by Council for the purpose of evaluating a Local Laws Permit application. This information will be used solely by Council for that primary or directly related purposes. The applicant understands that the personal information provided is for the purpose of evaluating a Local Laws Permit application and that they may apply to Council for access and / or amendment of the information.

- **Commencing work:** work shall not commence until a permit or exemption is issued except in the case of an emergency (which is approved by the Asset Protection Officer of Council). Before excavating, check for underground services via <http://1100.com.au/#> or phoning 1100.
- **Existing damage:** the application shall notify and document the extent of any damage to Council's infrastructure (if any) in the vicinity of the work site via a *Pre-commencement Report* and have it verified by Councils' Asset Protection Officer before commencing any work. Otherwise the applicant will be responsible for the repair or replacement of damaged infrastructure to Council's satisfaction.
- **Protection of roads, kerbs, footpaths and road furniture:** where any work requires access to any road then the person in charge of the building site (carrying out the work), must protect the road, kerb and footpath from damage – refer *Building and Works Code of Practice*.
- If an Asset protection permit exemption is granted the person in charge of the building works remains responsible for repair or replacement of damaged infrastructure to Council's satisfaction.
- NB: Failure to comply with any of the above conditions may result in penalties as prescribed in the Local Law being applied.

\*SRV – Small rigid vehicle as described in AS 2890.2-2002 Design Vehicle Dimensions

Vehicle Class	Overall Length	Design width	Wheel Base	Design turning radius	Swept Circle	Clearance Height
SRV	6.40m	2.30m	3.80m	7.1m	15.3m	3.5m

***I have read and understood the above conditions, and agree to abide by them at all times***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Office Use Only**

Date Issued:        /        /

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