



# COUNCIL RESERVE ACCESS APPLICATION

(Approvals may take up to 20 working days depending on complexity of works involved)



## Applicant Details

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

## Address of the property being accessed via Council land

Street No: \_\_\_\_\_ Allotment No: \_\_\_\_\_

Street: \_\_\_\_\_ Suburb: \_\_\_\_\_

Reason for request: \_\_\_\_\_

## Proposal Details

### Nature of Proposed Works

Fence Construction:	<input type="checkbox"/>	Tree Removal:	<input type="checkbox"/>
Pool Construction:	<input type="checkbox"/>	Landscaping:	<input type="checkbox"/>
Garage Construction:	<input type="checkbox"/>	Retaining Wall Construction:	<input type="checkbox"/>
Shed Construction:	<input type="checkbox"/>	Unit/House Construction:	<input type="checkbox"/>
Extension to House:	<input type="checkbox"/>	Other: .....	<input type="checkbox"/>

### Type and number of vehicles travelling through the reserve

Car:	<input type="checkbox"/> No: _____	Van:	<input type="checkbox"/> No: _____
Backhoe:	<input type="checkbox"/> No: _____	Crane:	<input type="checkbox"/> No: _____
Excavator:	<input type="checkbox"/> No: _____	Semi Trailer:	<input type="checkbox"/> No: _____
Concrete Mixer:	<input type="checkbox"/> No: _____	Other: (.....)	<input type="checkbox"/> No: _____
Tip Truck:	<input type="checkbox"/> No: _____	Other: (.....)	<input type="checkbox"/> No: _____

### Other Details

Is proposed access path closer than **three** metres to any tree, garden bed, path, item of furniture i.e. seating, playground or bin? YES  NO

If yes, please give details: \_\_\_\_\_

When are the works expected to start?: \_\_\_\_\_

How long will the works take to complete?: \_\_\_\_\_

## Insurance Details

A copy of the Certificate of Currency for company undertaking the works Public Liability Insurance must be provided (**Minimum \$20,000,000**): YES  NO

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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PLEASE ATTACH SKETCH PLAN OF PROPOSED ACCESS PATH WITHIN THE RESERVE

To allow Council to determine if the proposed access path may be used the plan must show the following:

- The reserve;
- The proposed access path
- The adjoining street/s;
- The proposed access point into the reserve;
- The property being accessed;
- The site of the works in the property;
- All Trees, Garden Beds, Bollards, Ponds, Footpaths, Seats, Playgrounds, Fences,
- Pits, Electricity/Light Poles, Crossings, Gates, Road Humps, etc; and
- Measurements allowing Council Officers to clearly determine the location of the proposed access route.

