

**APPLICATION TO IMPROVE ROAD VERGE**

*This application form must be submitted a minimum of 10 working days prior to works commencing and the approval shall last for 1 year from the intended commencement date of works.*

**APPLICANT DETAILS**

Surname \_\_\_\_\_ Date of application \_\_\_\_\_

Given name(s) \_\_\_\_\_

Residential address \_\_\_\_\_  
 \_\_\_\_\_

Email \_\_\_\_\_

Contact phone number \_\_\_\_\_

Do you own this property?    Yes        No   

If you do not own this property, please include details of the property landlord, managing Real Estate Agent or property owner below, together with written confirmation of Property Owner/Authorised Representative approval

Surname \_\_\_\_\_

Given names \_\_\_\_\_

Residential address \_\_\_\_\_  
 \_\_\_\_\_

Email \_\_\_\_\_

Contact phone number \_\_\_\_\_ Best time to contact \_\_\_\_\_ : \_\_\_\_\_ am/pm  
 (Please tick)

**DETAILS OF EXISTING ROAD VERGE**

What does the existing road verge look like? *(attach photographs)*

Attach File

Aggregate/ River Rock     Crusher Dust     Pavers     Bare (no verge)

Is there existing irrigation present?    Yes     No     Unsure

Is there existing vegetation present?    Yes     No     Unsure

**Additional comments or description about the existing road verge**

\_\_\_\_\_

**DETAILS OF ROAD VERGE IMPROVEMENT REQUEST**

**Preferred Surface Materials**

Aggregate/ River Rock  Crusher Dust  Pavers  Bare (no verge)

*(Please provide specifications, colour & photo of paver)*

**The proposed works in relation to this application are indicated below (Please tick whichever is applicable) and I have enclosed a sketch or plan of these proposed works**

- Construction of concrete invert/kerb
- Construction of driveway/crossover
- Installation of private underground electrical service within Council land
- Installation of stormwater pipe
- Erect or relocate a structure (including post box, sign, fixture) within Council land
- \*Plant or remove a tree or vegetation from the road verge
- Minor Verge Development (*planting on verge with \*approved plant/shrub species*) in area between boundary & kerb)
- Other (please specify)

**If planting vegetation, specify what species (from the \*approved plant/shrub species list) will be planted on the road verge?**

**Additional comments about your road verge improvement request**

**Is the Proposed Alteration** Permanent  Temporary  **Indicate Period** \_\_\_\_\_  
*(Tick whichever is applicable)*

**These works will be undertaken by** Property Owner/Applicant  Contractor

**Contractor Details** (*leave this blank if the work is to be carried out by the permit holder*)

**Name** \_\_\_\_\_

**Email** \_\_\_\_\_

**Phone** \_\_\_\_\_

I, the Applicant acknowledge that I have read and understand the terms and conditions and agree to abide by these Conditions, Provisions and Special Conditions of this application and will ensure that all works will be undertaken in accordance with this application.

**Signed by the Applicant** \_\_\_\_\_

**Date** \_\_\_\_\_

**OFFICE USE ONLY**

**\*An approved plant/shrub species list can be obtained by contacting Council on 08 8671 0010 or emailing [roxby@roxbycouncil.com.au](mailto:roxby@roxbycouncil.com.au).**