

# Application for Parking Heavy Vehicle on Private Property Permit



*Lifestyle Capital of Victoria*

## How to complete this form:

- Fill out fields correctly using block letters
- Complete the supporting documentation checklist
- Ensure all supporting documentation is submitted to Council with the completed application form
- Refer to the 'How to Apply' section for further information

Please note: The application will not be processed unless all details are completed and all required supporting documentation has been provided.

Please allow ten (10) working days for processing of this permit application.

## Section 1: Applicant Details

Applicant details – This section must be completed by the Applicant.

Last name

First name

Telephone number

Email

Residential address

Suburb

State

Postcode

## Section 2: Permit Details

- (1) Please provide details as to why you are applying to park a heavy vehicle on private property within a residential zone:

**(2) Will you need to create an additional or modify an existing crossover to accommodate the heavy vehicle on private property?**

Yes – Additional

Yes – Modify

No

**(3) Please provide details of the heavy vehicle relevant to this permit.**

Vehicle Registration

Vehicle Make

Vehicle Model

State the Vehicle is Registered in

VIC  NSW  QLD  SA  TAS  OTHER

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DETAILS

## Section 3: Permit Fees and Charges

**All fees are non-refundable**

**Application Fee** - \$140 per application/upon submission

**Permit Fee** - \$250.00 – Heavy Vehicle (more than 4.5 tonne GVM)

**Permit fee is only payable upon approval of the application.**

## Section 4: Supporting Documentation Checklist

The following documentation must be provided to Frankston City Council at the time of application. Applications received without the required documentation will not be processed.

### **Motor Vehicle Insurance with Third Party Legal Liability**

\* Cover must be current for the date/s requested to conduct the activity and show cover.

## Section 5: Statement of Acceptance

This section must be completed by all applicants

I declare that the information I have provided is true and correct. I have read, understood and agree to Frankston City Council's Heavy Vehicle Permit 'Conditions and Issue of Use' and wish to apply for the selected permit to use in accordance with these terms. I will ensure that the permit is not sold, transferred or assigned to another party and will be solely used for the purposes as stated. I agree to return the permit if my eligibility changes. I acknowledge any information found to be false in support of this application may result in my permit being cancelled.

Applicant's name

Signature

Date

*Frankston City Council is committed to protecting your privacy. Council requires personal information to carry out its functions under the Local Government Act 1989 and other legislation and to provide services to the community. In some cases this will involve disclosure of your information to other parties, such as Council's contractors or other agencies. Your personal information will only be used and disclosed as authorised by law. For further information about how Council handles personal information, or to request access to your personal information, see [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au) or contact Council's privacy officer on 1300 322 322.*

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## HOW TO APPLY & PAY

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**Please ensure you keep any applicable documents for your reference.**

Please submit your completed form with any required documentation and payment via one of the methods below.

**† In Person**

**via Eftpos, Visa, MasterCard, Amex, cash, cheque or money order.**

Frankston City Council - Civic Centre  
30 Davey Street  
Frankston VIC 3199

Langwarrin Customer Service Centre  
Shop 6, The Gateway  
230 Cranbourne-Frankston Road  
Langwarrin 3910

Seaford Community Centre  
1/6 Broughton Street  
Seaford 3198

**✉ By Mail**

**via cheque or money order**

Frankston City Council  
PO BOX 490  
Frankston VIC 3199

**✉ By Email**

Please email the completed application form with any required supporting documentation to: [info@frankston.vic.gov.au](mailto:info@frankston.vic.gov.au)

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### OFFICE USE ONLY

Payee Name:

TOTAL \$140.00

Address:

Cashier Use: LC/LLP

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## PERMIT CONDITIONS

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- Applicants must complete Frankston City Council's Application for Parking Heavy Vehicle on Private Property Permit form and submit it to Council with the required supporting documentation.
- All applicants must provide a copy of Certificate of Currency (Public Liability Insurance). Cover must be current for the dates proposed.
- All applicants must provide a site plan generally 1:200-1:500 (dependant on property size) identifying the proposed location (including setback distances from boundary lines and any existing buildings) where the Vehicle will be placed. The documentation provided must clearly show the location where the Vehicle will be place, the location of any dwellings and the location of property boundaries.
- Frankston City Council reserves the right to request additional information or documentation that may support the application.
- Any instruction(s)/direction(s) issued by an authorised officer of Frankston City Council or a member of Victoria Police must be complied with immediately.
- Any instruction(s)/direction(s) issued by an authorised officer of Frankston City Council or a member of Victoria Police not complied with may result in the issuing of an infringement notice
- Any permit which is obtained as a result of providing false or misleading information may be cancelled.
- Failure to comply with the Permit Conditions may result in cancellation or withdrawal of the permit(s).
- Frankston City Council reserves the right to withdraw a permit at any time.
- Frankston City Council reserves the right to change the Permit Conditions of the permit at any time.
- The parking of the Heavy Vehicle will be in accordance with the directions of Council's Safer Communities Department and will comply with the requirements of the Frankston City Council Community Local Law 2020 and any other Acts or regulations
- That no substantiated complaints be received relating to the following:
  - (i) Unreasonable noise associated with the Heavy Vehicle
  - (ii) Times the Heavy Vehicle is operated
  - (iii) Emissions of any kind from the Heavy Vehicle and its parking bay
  - (iv) Road and cargo detritus deposited onto nearby pavements
  - (v) Unreasonable proximity of the parked Heavy Vehicle to nearby residences and properties
  - (vi) Any other deleterious matter that an Authorised Officer may deem to be associated with this permit.
- Only the permitted Heavy Vehicle is to be kept at the approved location and no substitute or other heavy vehicle is to be parked there at any time.
- The vehicle is not parked in a position that may hinder or be of a danger to other road users.

**Permit holders must comply with the following including relevant legislation not listed below:**

- Frankston City Council Community Local Law 2020
- Road Safety (General) Regulations 2019