

Purpose of the Application

This Application commences Department of Transport and Planning's review of a **Functional Design** for Externally Funded Works. Applicants must ensure that the Application is complete by providing information requested **all** fields below (where relevant), and by supplying **all** supporting files as an attachment to their Application

Applicant contact details

Council Applicant details

(If a Council is the Applicant, provide contact details here)

| | |
|------------------------|-----------------|
| Council Name | |
| Applicant Contact Name | |
| Applicant Phone Number | Applicant Email |

Developer Applicant details

(If a Developer is the Applicant, provide contact details here)

| | |
|-------------------------|-----------------|
| Applicant Business Name | |
| Applicant Business ABN | |
| Applicant Address | |
| Applicant Contact Name | |
| Applicant Phone Number | Applicant Email |

Consultant details

(Provide details of the consultant preparing the Functional Layout Plan on behalf of the Non-Council or Council Applicant)

| | |
|--------------------------|------------------|
| Consultant Business Name | |
| Consultant Business ABN | |
| Consultant Address | |
| Consultant Contact Name | |
| Consultant Phone Number | Consultant Email |

MoA Contact details

(Provide details of the contact person for the Memorandum of Authorisation (MoA) required for any permanent traffic control devices)

| | |
|-------------------|-------|
| Name | |
| Position Title | |
| Organisation Name | |
| Address | |
| Phone Number | Email |

Description of proposed works

Works Location

Provide summary details of the works including;

- 1) Address of Works
- 2) Plan Number
- 3) Road Type
- 4) Latitude/Longitude
- 5) Municipality
- 6) Any other information that will assist Department of Transport and Planning to determine the precise location of the proposed works

Design Summary

- Provide a summary of the proposed works.
- ~~BSW~~ Indicate which of the following job types are proposed:
 1. Access (all types of access eg Left in/left out, crossovers etc)
 2. Bicycle
 3. Bridge
 4. Drainage (all culvert and drain work)
 5. Intersection – All non-signalised intersections
 6. Noise wall
 7. Signals (all signal works whether pedestrian, Traffic, ESLS etc)
 8. Pedestrian (all works other than signalised)
 9. PTV (all works primarily involving PTV)
 10. Roadworks/Roundabout – All Road modification, duplications, roundabouts, etc.
 11. Others
- Attach supporting plans/images with references as needed when submitting this Application

Design elements not meeting VicRoads standards and Austroads Standards

List elements of the design which do not meet VicRoads and Austroads Standards.

Where there are non-standard elements, please provide information on how risks are being effectively managed.

Application for External Works - Functional Design Stage

Estimated construction timeframe

Provide current estimates of start and finish timeframes for the works

Start Date
(Month/Year)

Finish Date
(Month/Year)

Estimated value of works

Provide the current estimate of the value of the proposed works

Other Information

Provide any other information relevant to the Application

Mandatory information to accompany Application

The Applicant/Consultant **must** attach the following information to its Application;

Attached?

A Functional Layout Plan meeting DTP standards and in accordance with endorsed Concept Plan

A completed road safety audit

A completed swept paths review

An endorsed concept plan / letter of agreement from DTP

An approved planning permit (if applicable)

A signage and linemarking plan

A traffic impact assessment report

Note: If any of this mandatory information is not included, please provide a brief explanation below

Additional information (if required) to accompany Application

The Applicant/Consultant **may** attach the following information to the Application, though these are not mandatory;

Attached?

Advice from Council regarding the proposed works

Advice from relevant Government Authorities

A completed service proving report

A draft or approved Traffic Signal Plan

Other? (please specify)

Instructions to submit Application

All Applications must be submitted to the appropriate Regional DTP office. See website for details.

This form is your Application for Functional Design Review. Please ensure that all mandatory documentation/actions are attached to your Application. If the Application requires additional information, the Applicant will be contacted by an authorised DTP representative to discuss what additional information is required to support the Application.

Following lodgement, the Applicant will be issued with a unique Application Reference Number for this Application. This Application Reference Number must be quoted in all subsequent correspondence with Department of Transport and Planning.

Please note that the Applicant will be required to submit additional Application Forms for subsequent stages of the review and certification of proposed Works.

Privacy statement

Personal information VicRoads collects from you may be used by VicRoads as permitted by the Road Safety Act 1986 and the Marine Safety Act 2010. VicRoads may disclose personal information it collects from you to various organisations and persons as permitted by law, particularly by the Road Safety Act 1986.

Personal information may be disclosed to contractors and agents of VicRoads, law enforcement agencies, other road and traffic authorities, the Transport Accident Commission, vehicle manufacturers (for safety recalls), road safety researchers, courts and other organisations or people authorised to use the personal information. Failure to provide the information may result in this form not being processed, or records not being properly maintained. For further information about our use of your personal information and your right of access to it, see VicRoads brochure Protecting your privacy or contact VicRoads on 13 11 71.

Providing false and/or misleading information or documents is an offence under the Road Safety Act 1986 and/or Marine Safety Act 2010 and can result in you being fined or imprisoned.

Any authority or approval, given as a result of you providing such information/documents, may be reversed and have no effect.

Declaration

By signing this form, the Applicant or Consultant declares that;

- The information in this form and related supporting documents is true, correct and complete to the extent possible
- the Applicant understands the privacy statement
- the Applicant has read and understood the Terms and Conditions of the Consent for Works that will form a binding agreement between the parties executing the works
- the Applicant takes full responsibility for any loss, damage or claim caused by any false statement or misrepresentation made on this declaration, and the Applicant indemnifies VicRoads and holds it harmless in respect of any such loss, damage or claim.

| | | | | | | | | | |
|-----------------------------------|------|---|---|---|---|---|---|---|---|
| Signature of applicant/Consultant | Date | D | D | M | M | Y | Y | Y | Y |
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