

**GENERAL LOCAL LAW
NO.1 - 2013**



**HUME CITY COUNCIL
GENERAL LOCAL LAW NO.1 - 2013**

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PART 1 - PRELIMINARY**1.1 Local Law**

This Local Law is made under:

- 1.1.1 Part 5 of the *Local Government Act* 1989; and
- 1.1.2 Section 42 of the *Domestic Animals Act* 1994

1.2 Objectives

The objectives of this Local Law are to provide for the –

- 1.2.1 peace, order and good government of the municipality;
- 1.2.2 safety and health of the municipality so that the community can enjoy a quality of life that meets its expectations;
- 1.2.3 safe and fair use and enjoyment of municipal places;
- 1.2.4 protection and enhancement of the amenity and environment of the municipality;
- 1.2.5 fair and reasonable use and enjoyment of private land; and
- 1.2.6 uniform and fair administration of this Local Law.

1.3 Commencement

This Local Law commences on 10 October 2013.

1.4 Revocation of Previous Local Laws

On the commencement of this Local Law, Council's General Local Law No.1 - 2004 (as amended on 27 September 2004) is revoked.

1.5 Cessation Date

Unless earlier revoked, this Local Law ceases to operate 10 years after it commences.

1.6 Application of Local Law

- 1.6.1 This Local Law applies throughout the municipality.
- 1.6.2 This Local Law does not apply where any act or thing otherwise prohibited is authorised by any Act, Rule, Regulation or Planning Scheme.

1.7 Reference to Legislation or Code

A reference to any legislation or incorporated code in this Local Law is taken to include reference to any successor legislation or incorporated code or the legislation or incorporated code as amended.

1.8 Citation of References

Any reference in this Local Law or incorporated Codes to an incorrectly cited clause number in the Local Law or Codes, or any other error or omission, will not invalidate the Local Law or Codes.

1.9 Definitions

In this Local Law:

“**authorised officer**” means a person appointed by Council under section 224 of the *Local Government Act* 1989 and any registered member of the Victoria Police;

“**boat**” means any form of transportation on water however propelled or moved but does not include model craft or toy boats;

“**building site**” means any land on which building or excavation works are being, or are proposed to be, carried out;

“**building works**” means work for or in connection with the construction, renovation, alteration, demolition, relocation or removal of a building or any excavation works;

“**business zone**” means any of the business zones of the Hume Planning Scheme;

“**camping**” means the use of any tent, caravan or temporary structure for the purpose of accommodating people;

“**caravan**” means any structure on land used for residential purposes other than a building and includes a “vehicle” and “trailer” as defined in section 3 (1) of the *Road Safety Act* 1986, namely:

A **vehicle** is a conveyance that is designed to be propelled or drawn by any means, whether or not capable of being so propelled or drawn, and includes bicycle or other pedal-powered vehicle, trailer, tram-car and air-cushion vehicle but does not include railway locomotive or railway rolling stock.

A **trailer** is a vehicle that is built to be towed, or is towed, by a motor vehicle, but does not include a motor vehicle that is being towed.

“**Code**” means a set of procedures or rules as adopted by Council;

“**Council**” means Hume City Council;

“**garage sale**” means the non-commercial selling of second hand goods from private residential land.

“**household goods**” includes but is not limited to furniture, whitegoods, mattresses, televisions, computers and electrical equipment;

“**industrial zone**” means any of the industrial zones of the Hume Planning Scheme;

“**land**” means any land whether publicly or privately owned, and includes buildings and other structures temporarily or permanently fixed to the land;

“**livestock**” has the same meaning as in the *Impounding of Livestock Act 1994*, namely an animal (including a bird) of any species used in connection with primary production or kept for recreational purposes other than a dog or a cat;

“**motorised recreational vehicle**” means any recreational vehicle powered by a motor or any other motorised vehicle being used for a recreational purpose;

“**municipal place**” means land which is owned, occupied or managed by Council including any lake or watercourse on that land, but excluding a road and a public place;

“**municipality**” means the municipal district of Council;

“**noxious weed**” has the same meaning as in the *Catchment and Land Protection Act 1994*;

“**penalty unit**” has the same meaning as in section 110 of the *Sentencing Act 1991*;

“**person in charge**” means, in Part 4 of this Local Law, any and each of the following persons:

- 1.9.1 a person in charge of a building site or land where there is the carrying out of building works;
- 1.9.2 a person who carries out or causes the carrying out of any building works on any land;
- 1.9.3 the builder named in any building permit for the building works;
- 1.9.4 where the builder in sub-paragraph 1.9.3 above is a corporation, each director of the corporation and the registered building practitioner responsible for the building works; and
- 1.9.5 the owner of the land on which the building works are being carried out or on which the building site is situated.

“**pest animal**” has the same meaning as in the *Catchment and Land Protection Act 1994*;

“**poultry**” excludes a rooster;

“**premises**” includes the whole or part of any land, building or any building under construction;

“**public place**” has the same meaning as in the *Summary Offences Act 1966*, namely:

- 1.9.6 any public highway road, street, bridge, footway, footpath, court, alley, passage;
- 1.9.7 thoroughfare notwithstanding that it may be formed on private property;
- 1.9.8 any park, garden, reserve or other place of public recreation or resort;
- 1.9.9 any railway station platform or carriage;
- 1.9.10 any wharf, pier or jetty;
- 1.9.11 any passenger ship or boat plying for hire;
- 1.9.12 any public vehicle plying for hire;
- 1.9.13 any church or chapel open to the public or any other building where divine service is being publicly held;
- 1.9.14 any State school or the land or premises in connection therewith;

- 1.9.15 any public hall, theatre or room while members of the public are in attendance at, or are assembling for or departing from, a public entertainment or meeting therein;
- 1.9.16 any market;
- 1.9.17 any auction room or mart or place while a sale by auction is there proceeding;
- 1.9.18 any licensed premises or authorised premises within the meaning of the *Liquor Control Reform Act 1998*;
- 1.9.19 any race-course, cricket ground, football ground or other such place while members of the public are present or are permitted to have access thereto whether with or without payment for admission;
- 1.9.20 any place of public resort;
- 1.9.21 any open place to which the public whether upon or without payment for admittance have or are permitted to have access; or
- 1.9.22 any public place within the meaning of the words "public place" whether by virtue of the *Summary Offences Act 1966* or otherwise;

"refrigerator" includes an ice chest, an ice box, a trunk, a chest, and any other similar article;

"road" has the same meaning as in the *Local Government Act 1989*, namely:

- 1.9.23 a street;
- 1.9.24 a right of way;
- 1.9.25 any land reserved or proclaimed as a street or road under the *Crown Land (Reserves) Act 1978* or the *Land Act 1958*;
- 1.9.26 a public road under the *Road Management Act 2004*;
- 1.9.27 a passage;
- 1.9.28 a cul de sac;
- 1.9.29 a by-pass;
- 1.9.30 a bridge or ford;
- 1.9.31 a footpath, bicycle path or nature strip; and
- 1.9.32 any culvert or kerbing or other land or works forming part of the road.

"roadside deliveries" means the placing of letter boxes or cluster of letter boxes in convenient locations on the roadside to allow for easy accessibility for mail delivery in rural and remote areas in accordance with Australian Post Corporation standards and procedures.

"smoke" means to:

- 1.9.33 smoke, hold or otherwise have control over an ignited tobacco product; or
- 1.9.34 light a tobacco product;

"smoke free area" means an area:

- 1.9.35 prescribed by Council resolution as being an area where smoking is prohibited;
- 1.9.36 which has appropriate signage in place; and
- 1.9.37 a map of which is available on Council's website;

"tobacco product" has the same meaning as in the *Tobacco Act 1987*;

“unsightly land” means land which is visually repugnant, including land which contains one or more of the following things or features or similar things or features:

- 1.9.38 unconstrained rubbish, such as paper, cardboard, styrene pieces, plastic bags, plastics, rags, second-hand containers, or household refuse;
- 1.9.39 second-hand timber or second-hand building materials;
- 1.9.40 discarded, rejected, unwanted, surplus or abandoned solid or liquid materials;
- 1.9.41 graffiti on exterior walls or fences;
- 1.9.42 overhanging vegetation which has not been cut back to the property line and to a height of 3 metres;
- 1.9.43 grass and weeds longer than 100 millimetres on land that is 4,000 square metres or less;
- 1.9.44 more than three unregistered, unroadworthy, disassembled, incomplete or deteriorated vehicles;
- 1.9.45 machinery or vehicle parts which has been stored on the land for more than 60 days out of 90 days in total and which constitutes a detriment to the appearance of the surrounding area;
- 1.9.46 flammable material, solid or liquid likely to assist the spread of fire or constitute a fire hazard; or
- 1.9.47 anything being built which is left incomplete and constitutes a detriment to the appearance of the surrounding area.

PART 2 - ROADS AND MUNICIPAL PLACES

2.1 Behaviour

A person must not in a municipal place, or public place or on a road behave in a manner that:

- 2.1.1 interferes with the conduct of business or the quiet enjoyment of any person who might reasonably be expected to be using that property or place, or who may be in the precincts of that property or place; or
- 2.1.2 endangers or is likely to endanger health, life or property.

2.2 Council Signs

A person must comply with any sign erected in a municipal place or on a road by Council.

2.3 Dog Excrement

2.3.1 A person in charge of a dog in a municipal place or on a road must:

- (a) not permit the excrement of the dog to remain on or in that municipal place or road; and
- (b) carry a device suitable for the picking up and cleaning up of any excrement that may be deposited by the dog.

2.4 Alcohol

Unless otherwise authorised by Council a person must not consume, or have in his or her possession in an unsealed container, any alcohol on a road or in a municipal place or public place.

2.5 Collections

Without a permit a person must not solicit or collect any gifts or subscriptions on any road, in any municipal place, or from house to house adjacent to a road.

2.6 Clothing Recycling Bins

2.6.1 Without a permit a person must not place a clothing recycling bin in a municipal place or on a road.

2.6.2 A person applying for a permit under clause 2.6.1 must comply with Council's Clothing Recycle Bins Code of Practice.

2.6.3 Council's Clothing Recycle Bins Code of Practice is incorporated into this Local Law.

2.7 Amusements

Without a permit a person must not establish or operate any amusement, circus, carnival or fair in a municipal place.

2.8 Bulk Waste Containers

Without a permit a person must not place a skip or bulk waste container on a road.

2.9 Repair of Vehicles

2.9.1 Without a permit a person must not do any work to a motor vehicle or trailer on a road, except to enable the motor vehicle or trailer to be removed from the road within 48 hours.

2.9.2 A person must not do any work to a motor vehicle or trailer in a municipal place.

2.10 Motorised Vehicle

Without a permit a person must not use or allow the use of any motor vehicle or motorised recreational vehicle in a municipal place in a manner likely to adversely affect the comfort, convenience or health of any other person or animal.

2.11 Boat

A person must not use a:

- 2.11.1 boat or vessel; or
- 2.11.2 toy boat or model craft

in a municipal place to interfere with or cause detriment to any person, animal or property.

2.12 Trading Activities

2.12.1 Without a permit a person must not on a road or in a municipal place—

- (a) busk;
- (b) place any advertising sign;
- (c) display any goods;
- (d) distribute any handbills or any other unsolicited material;
- (e) place any outdoor eating furniture or associated facilities;
- (f) place any structure for the purpose of selling or offering to sell any goods or services; or
- (g) sell, spruik or offer for sale any goods or services, or do so from land adjoining a road or Council land.

2.12.2 Despite sub-clause 2.12.1(b), a person may erect a sign advertising a garage sale provided that such sign complies with Council's Garage Sale Code of Practice.

2.13 Obstruction on roads

2.13.1 Without a permit a person must not plant, place or leave an object or structure (including a plant) on a road so as to cause an obstruction to the road.

2.14 Property Numbering

2.14.1 A person must not:

- (a) number;
- (b) display a number in respect of; or
- (c) use a number to identify

premises unless the number has been allocated to the premises or approved for use in relation to the premises by Council.

2.14.2 If Council has allocated a number to premises the owner or occupier of the premises must ensure that only that allocated number is displayed or used to identify the premises.

2.14.3 Any number allocated must be able to be clearly read from the road to which the number has been allocated, immediately adjacent to the front boundary of the property.

2.15 Parks, Gardens & Reserves

- 2.15.1 Except where a person is employed by a service authority or by Council and is acting in the course of his or her employment, a person must not, without a permit, drive or park a motor vehicle on or in any park, garden or reserve which is owned or managed by Council.
- 2.15.2 A person must not without written consent from Council:
- (a) place any structure, device or hoarding for the exhibition of an advertisement or place any advertisement for exhibition on, in or over any park, garden or reserve which is owned or managed by Council; or
 - (b) place any sign or bill on or over a tree or other object or infrastructure within a park, garden or reserve which is owned or managed by Council.

PART 3 - AMENITY

3.1 Dangerous and Unsightly Land

An owner or occupier of land must not allow the land:

- 3.1.1 to constitute a danger to health or property;
- 3.1.2 to constitute unsightly land or be detrimental to the general amenity of the neighbourhood, without a permit to do so; or
- 3.1.3 to be a haven for noxious weeds or pest animals.

3.2 Caravans and Camping

- 3.2.1 Without a permit a person must not camp in or occupy a caravan unless in a registered caravan park or camping area.
- 3.2.2 Without a permit an owner or occupier of land must not cause or allow camping on that land.
- 3.2.3 Council may from time to time exempt any person or class of persons or all persons during any specified time from the need to obtain a permit under sub-clause 3.2.1 or 3.2.2.

3.3 Open Air Burning

- 3.3.1 Without a permit a person must not light a fire in the open air on land which is less than 2 hectares in area, unless the fire is lit to use:
 - (a) a barbecue for the purpose of cooking food providing the activity does not cause a nuisance to any person; or
 - (b) a trade tool for its designed purpose.
- 3.3.2 Nothing in sub-clause 3.3.1 applies to land which is "farm land" within the meaning of the *Valuation of the Land Act 1960*.

- 3.3.3 A person must not place or use an incinerator on any land.
- 3.3.4 A person must not burn any object or material so as to cause a nuisance to another person.
- 3.3.5 A person must not light a fire in the open air on a declared smog alert day.

3.4 Heavy Motor Vehicles

- 3.4.1 Without a permit an owner or occupier of land must not, within 50 metres of any dwelling on the adjoining land, keep, dismantle, repair or paint on the land which he or she owns or occupies a motor vehicle that weighs more than 4.5 tonnes.
- 3.4.2 Where a person applies for a permit under sub-clause 3.4.1, Council will notify and consider the views of the owners or occupiers of land adjoining that person's land, and any other owners or occupiers of land whom Council or an authorised officer considers appropriate, prior to deciding whether to grant a permit.

3.5 Unregistered and Abandoned Vehicles

A person must not leave an unregistered motor vehicle or abandon a motor vehicle in a municipal place or on any road or in any parking area under the control of Council.

3.6 Household Goods

- 3.6.1 Unless otherwise authorised by Council a person must not place disused household goods on any road or in a municipal place.
- 3.6.2 A person must not place a disused refrigerator on any road or in a municipal place without first removing from it every door, lid, and lock, and otherwise rendering it incapable of being closed.

3.7 Waste

- 3.7.1 The owner or occupier of any land to which Council provides a service for the removal of rubbish or organic or recyclable materials must comply with Council's Domestic Waste Collection Code.
- 3.7.2 Council's Domestic Waste Collection Code is incorporated in this Local Law.

3.8 Filling of Land

Without a permit a person must not place earth or any other fill material on any land except where such filling is:

- 3.8.1 approved in accordance with a building permit under the *Building Act* 1993;

- 3.8.2 approved in accordance with a planning permit under the *Planning and Environment Act 1987*;
- 3.8.3 approved in accordance with a requirement of the *Environment Protection Act 1970*; or
- 3.8.4 topsoil, screenings or other material used for residential domestic purposes in the construction of residential gardens and which comply with the relevant standards as approved by Standards Australia.

3.9 Scareguns

- 3.9.1 A person must not use or allow the use of a scaregun except in accordance with Council's Scareguns Code of Practice.
- 3.9.2 Council's Scareguns Code of Practice is incorporated into this Local Law.

3.10 Shopping Trolleys

A person must not leave or abandon any shopping trolley in a municipal place or on a road.

3.11 Shipping Containers and Skips

Other than in a business zone or industrial zone, an owner or occupier of land must not, without a permit, allow a shipping or other similar transport container or waste skip to be placed or kept on the land.

3.12 Garage Sales

- 3.12.1 An occupier of a residential property on which a garage sale is being conducted, and any organisation responsible for the conducting of a garage sale, must comply with Council's Garage Sale Code of Practice.
- 3.12.2 Council's Garage Sale Code of Practice is incorporated into this Local Law.

3.13 Smoke Free Areas

A person must not smoke in a smoke free area.

PART 4 – ASSET PROTECTION

4.1 Compliance with Code

- 4.1.1 The person in charge must, in respect of building works or a building site, comply and ensure compliance with Council's Building and Works Code of Practice.
- 4.1.2 Council's Building and Works Code of Practice is incorporated into this Local Law.

4.2 Asset Protection Permit

4.2.1 The person in charge must not cause or allow:

- (a) entry to a building site with a motor vehicle having a gross weight exceeding two tonnes; or
- (b) a road to be occupied for the carrying out of any works in association with building works or a building site;
- (c) the connection of land to a storm water drain;
- (d) the opening, alteration or repair of a road in association with building works or a building site;
- (e) the opening, alteration or repair of a drain in association with building works or a building site;
- (f) vehicular access to a building site from a point other than a vehicle crossing;
- (g) the use of any land adjoining or within proximity of a building site for the purpose of storing materials or equipment associated with building works or a building site;
- (h) the carrying out of building works associated with the construction, extension or demolition of any dwelling ,factory, office, warehouse, in-ground swimming pool or health care, educational or public building at a cost of more than \$20,000

unless an Asset Protection Permit has been issued and is current.

4.2.2 An application for an Asset Protection Permit must

- (a) be in or to the effect of Schedule 1;
- (b) be accompanied by such fee as is fixed by Council;
- (c) include a statement from the person in charge about the location and the extent of any pre-existing damage to public infrastructure assets adjacent to the building site; and
- (d) be lodged with Council prior to commencement of doing the thing for which the Asset Protection Permit is necessary.

4.2.3 Any Asset Protection Permit issued by Council:

- (a) may be issued subject to conditions; and
- (b) will not be operative until the applicant for the Asset Protection Permit has paid such permit fee as is fixed by Council.

4.2.4 A person to whom an Asset Protection Permit has been issued must comply with any conditions contained in that Asset Protection Permit.

4.2.5 Council may exempt any person from one or more of the obligations imposed by this Part subject to such conditions it considers appropriate.

PART 5 - ANIMALS**5.1 Numbers**

- 5.1.1 Without a permit an owner or occupier of land of less than 4,000 square metres in area and situated in a residential area must not keep more than:
- (a) 2 dogs over 3 months old;
 - (b) 2 cats over 3 months old;
 - (c) 5 guinea pigs;
 - (d) 5 rabbits;
 - (e) 5 ferrets;
 - (f) 5 head of poultry;
 - (g) 6 pigeons, unless they are members of a pigeon racing or similar club approved by the Council, in which case the maximum number permitted to be kept is 60; or
 - (h) 20 other caged birds.
- 5.1.2 No permit will be issued for the keeping of goats, sheep, pigs, horses or farm animals on any land less than 4,000 square metres or any animal (with the exception of caged birds) not listed in sub-clause 5.1.1 and not otherwise permitted under this Local Law.
- 5.1.3 Without a permit a person must not keep in any flat or unit more than:
- (a) 1 dog over 3 months old;
 - (b) 1 cat over 3 months old; or
 - (c) more than 5 caged birds.
- 5.1.4 Where a person applies for a permit under sub-clause 5.1.1, 5.1.2 or 5.1.3, Council will notify and consider the views of the owners or occupiers of land adjoining that person's land, and any other owners or occupiers of land whom Council or an authorised officer considers appropriate prior to deciding whether to grant a permit.
- 5.1.5 Where a person applies for a permit under sub-clause 5.1.1 or 5.1.2, he or she must ensure that dogs and cats listed on the permit application are desexed before a permit will be considered or granted.
- 5.1.6 Sub-clause 5.1.5 does not apply if the owner is registered to an applicable animal association or the animal cannot be desexed due to health reasons verified by a veterinary certificate.

5.2 Wasp Nests

An owner or occupier of land must remove any wasp nests on becoming aware of their existence on the land.

5.3 Housing

5.3.1 An owner or occupier of land must ensure that the land and any structure on it used for animal housing must be maintained:

- (a) in a clean, inoffensive and sanitary condition;
- (b) so as not to cause any nuisance; and
- (c) to the satisfaction of Council or an authorised officer.

5.3.2 All poultry must be kept in a poultry house, for which a permit must be obtained from Council.

5.3.3 All animals that are subject to sub-clause 5.1.1, 5.1.2 or 5.1.3 must be housed in accordance with any applicable Victorian State Government Code of Practice that may exist relevant to the welfare and housing of the particular species of animal involved.

5.4 Wandering Stock

An owner or occupier of land on which any animal is kept must ensure that the land is adequately fenced so as to prevent the escape of any animal from the land.

PART 6 - ADMINISTRATION**6.1 Permits**

6.1.1 An application for a permit under this Local Law must be in the form of Schedule 1 of this Local Law and accompanied by the appropriate fee as prescribed by Council.

6.1.2 Council or an authorised officer may require an applicant to supply additional information or to give public notice of the application.

6.1.3 Council may exempt any person from the requirement to obtain a permit under this Local Law.

6.2 Direction of Authorised Officer

An authorised officer may, by serving a Notice to Comply in the form of Schedule 2 of this Local Law, make any reasonable direction to a person:

- 6.2.1 in respect of any matter under this Local Law; or
- 6.2.2 a person's use of a municipal place, public place or road.

6.3 Power of Authorised Officer – Urgent Circumstances

An authorised officer may act to remedy any circumstance which threatens a person's life, health or property, or an animal, without serving a notice under clause 6.2, provided that:

- (a) the circumstance arises out of a person's use of a municipal place, public place or road, or failure to comply with a provision of this Local Law;

- (b) the action taken is no more than the minimum reasonably necessary to remedy the urgent circumstance; and
- (c) the person to whom a notice under clause 6.2 would have otherwise been served, as soon as possible, is notified of the urgent circumstance and the action taken to remedy it.

6.4 Impounding

6.4.1 An authorised officer may:

- (a) impound any item that encroaches or obstructs the free use of a municipal place or a road, or any item which contravenes or is being used in contravention of this Local Law;
- (b) release the item to its owner on payment of a fee determined by Council, which is not to exceed an amount that reasonably represents the cost to Council of impounding, keeping and releasing the item; and
- (c) sell, destroy, dispose of or give away the impounded item if the owner of the item has not paid the fee within 14 days of service of the notice under sub-clause 6.2 or after taking the steps required under sub-clause 6.4.3.

6.4.2 If an authorised officer impounds an item under this Local Law he or she must serve on the owner a notice in a form approved by Council as soon as possible after the impoundment.

6.4.3 If the identity or whereabouts of the owner of an item impounded under this Local Law are unknown, Council must take reasonable steps to ascertain the owner's identity and or whereabouts prior to exercising its powers under sub-clause 6.4.1.

6.4.4 Council is entitled to retain out of the proceeds of sale of any impounded item, its reasonable costs incurred in impounding, keeping and selling the item.

PART 7 – ENFORCEMENT

7.1 Offences

A person is guilty of an offence if the person:

- 7.1.1 does something which a provision of this Local Law prohibits to be done;
- 7.1.2 fails to do something which a provision of this Local Law requires to be done;
- 7.1.3 engages in activity without a current permit where a provision of this Local Law requires that the person obtain a permit before engaging in that activity;
- 7.1.4 breaches or fails to comply with a condition of a permit issued under this Local Law; or
- 7.1.5 fails to comply with a direction of an authorised officer under this Local Law.

7.2 Infringement Notice

- 7.2.1 Where an authorised officer reasonably believes that a person has committed an offence against this Local Law, the authorised officer may, as an alternative to a prosecution for the offence, issue to that person an infringement notice which complies with the requirements of the *Infringements Act* 2006.
- 7.2.2 A person to whom an infringement notice has been issued must pay to Council the amount specified in the notice within 28 days.
- 7.2.3 The amount of the fixed penalty in any infringement notice is 2 penalty units except for any infringement notice citing an offence against Part 4 - Asset Protection in which case the fixed penalty is 10 penalty units.

7.3 Penalties

A person guilty of an offence under this Local Law is subject to a maximum penalty of 20 penalty units.

Resolution for making this Local Law was agreed to by the Hume City Council on 23 September 2013.

and

THE COMMON SEAL of HUME CITY COUNCIL was hereto affixed on the 7 Oct 2013 in the presence of

COUNCILLOR.....

CHIEF EXECUTIVE OFFICER.....

Handwritten signature of the Councillor and the Chief Executive Officer.



SCHEDULE 1
APPLICATION FOR PERMIT

I, (Name of Applicant)
of, (Address)
apply for a (Type of Permit) permit

The relevant details are as follows –

I apply to :

For further information, I may be contacted on (telephone)

between the following times: and

Date: (Signed by Applicant)

Fees: \$ (Signature of Owner Where Required)

Paid: (Name of Owner)

Receipt No.: (Address of Owner)

Council is collecting the information on this form so that it may consider your application for a permit in accordance with General Local Law No.1 - 2013. The information will be used by Council in connection with the administration and enforcement of the Local Law and will be used solely by Council for that primary purpose or directly related purposes. If you fail to provide this information, your application may not be processed. You may access your personal information by contacting Council on 9205 2200.

SCHEDULE 2
NOTICE TO COMPLY

To: Name:

Address:

You have, in the opinion of Hume City Council or an authorised officer of the Council, committed a breach of clause of the Council's General Local Law No.1 - 2013 by

.....

To remedy the breach, within days from the date of this notice you must –

.....
.....
.....
.....

If you require further information you may contact

at the Municipal Offices,

between the hours of and

If you fail to comply with this Notice you will be guilty of an offence under the Local Law and liable to pay the

penalty of \$..... The Council will then carry out the works,

for the cost of which, in addition to the penalty, you will be liable.

Date:

Name of authorised officer:

Telephone No.:

Signature of authorised officer:

Note: If this Notice relates to a contravention of a permit and you do not comply with the Notice, the permit may be cancelled. If you do not wish to have the permit cancelled you should comply with the directions in this Notice or show cause to the Council in writing why the permit should not be cancelled.