

# APPLICATION TO DISCONTINUE AND PURCHASE A ROAD, RIGHT OF WAY OR DRAINAGE RESERVE



GLEN EIRA  
CITY COUNCIL

Name of applicant: \_\_\_\_\_

Address of applicant: \_\_\_\_\_

Address for correspondence (if different to above):  
\_\_\_\_\_

Email: \_\_\_\_\_

Contact telephone: (H) \_\_\_\_\_ (B) \_\_\_\_\_ (M) \_\_\_\_\_

The right of way or drainage reserve that I/we wish to purchase is adjoining property known as:  
\_\_\_\_\_

What is the nature of the land:  road       right of way       drainage reserve

Description of land (including volume and folio numbers if known):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please ensure the following items are included with your application:

1. Written consent of all adjoining owners
2. Statement of reasons why road or drainage reserve is no longer required
3. All information relating to long term occupation of land if relevant
4. Any other pertinent information
5. A sketch plan showing the following:
  - any existing or required pedestrian or vehicular access across the land;
  - locations of any carports, garages or gates which mark any existing or required access; and
  - identification of any proposed division of the land.

**Sketch plan of road/right of way/drainage reserve:**

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## Other information as requested:

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Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Please note:** an administrative fee of \$583 inclusive of GST is applicable. An invoice will be sent to you after an initial review of your application. This fee will be deducted from the sale price(s) and costs payable if the application proceeds to a sale of land. Acknowledged, please sign: \_\_\_\_\_ Dated: \_\_\_\_\_

## PRIVACY COLLECTION NOTICE

Glen Eira City Council (Council) is committed to protecting the personal information provided by you in accordance with the principles of the *Privacy and Data Protection Act 2014 (Vic) (PDP Act)*. Personal information is collected by Council only for the purpose of Council's functions set out in the *Local Government Act 2020 (Vic)* and the *Local Government Act 1989 (Vic)*. Specifically, personal information is collected to consider and process your application in accordance with Sections 206, 207A and 223 and Schedule 10, Clause 3 of the *Local Government Act 1989* and/or Section 24A of the *Subdivisions Act 1988*. Personal information will be used solely by Council for that primary purpose or directly related purposes. If this personal information is not collected, Council will be unable to process this application. In certain circumstances, we may disclose personal information where permitted or authorised under the *Privacy and Data Protection Act* or other applicable law. The personal information you provided may be used by Council, including by its external legal advisors to process your application, as well as being incorporated into the agenda for, and minutes of, a relevant Council meeting(s). Council meeting agendas and minutes are also required to be available on Council's website and for public inspection. If you want to know more about privacy at Council, including your right to seek access to your personal information, contact Council's privacy officer on 9524 3333. Council's *Privacy Policy* is available at <https://www.gleneira.vic.gov.au/about-council/our-organisation/council-legislation-and-policies/privacy>

### OFFICE USE ONLY

Applicant's name: \_\_\_\_\_ Date received: \_\_\_\_\_

File reference: \_\_\_\_\_ Receipt No.: \_\_\_\_\_