Request for Construction of a New Footpath

There are some hard words in this form. The hard words are in blue. You can read what they mean on page 3.

Applicant details

Name:
Postal address:  
Postcode
Phone number: Home:  
Work:  
Mobile:  
Email address:  
Fax:  
Preferred method of contact:  ☐ Phone  ☐ Email  ☐ Post

Works details

Street address (GPS coordinates if known):  
Suburb:  
Path start:  
GPS:  
Path end:  
GPS:  
Reason of request: (please tick a box)
☐ Crossing point  ☐ Extension  ☐ Footpath  
☐ Shared trail  ☐ Joining footpaths  ☐ Link existing paths

Organisations/businesses within 1000 meters of area:
☐ Education/Childcare  Name:  
☐ Community or sporting facility  Name:  
☐ Medical  Name:  
☐ Public Transport  Name:  
☐ Elderly or disabled gathering point  Name:  
Are there any other details to help identify the work site? ____________________________________________________________
______________________________________________________________________________________

Will the project be likely to need vegetation removal?  ☐ Yes  ☐ No  ☐ Unsure

Are there any rare or threatened plants or animals present on the work site or surrounding area?
☐ Yes  ☐ No  ☐ Unsure

Have you spoken with a Council officer at all?  ☐ Yes  ☐ No

If yes, Council officers name: ____________________________  Date: _____/_____/______
Any extra information:

______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________
______________________________________________________________________________________

Please attach a site map. The map should show north point, road names, scale or distances from pavement, fences/boundaries, waterways, existing vegetation and proposed vegetation removal.

Signature:

Name: ____________________ Date:_____/_____/________

☐ I do not wish to be contacted about this request.

Important Information

- The construction of footpaths/shared paths or trails by Council is guided by the Access and Mobility Framework. This framework contains a list of prioritised paths for construction across the whole of East Gippsland.

- The information received by Council through lodging of this form will be entered into the framework evaluation tool and the project ranked for future construction consideration. A review process is conducted quarterly.

- Filling in of this form gives advice for infrastructure review and assessment processes only. The completion and submission of this form does not constitute a commitment by Council that the infrastructure will be provided by Council.

- Extra pages should be attached to this form, where needed, to fully explain the request for construction.

- Further information may be needed by Council.

- Your feedback is greatly appreciated and an important part of the planning process. Should you have any further suggestions or queries about the new pathway infrastructure, please contact Council.
# Hard Words

**Request**: an act of asking politely or formally for something

**Completion**: the state of being finished

## Submitting your application:

<table>
<thead>
<tr>
<th>Method</th>
<th>Instructions</th>
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<tbody>
<tr>
<td><strong>Mail</strong></td>
<td>Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.</td>
</tr>
<tr>
<td><strong>Electronic</strong></td>
<td>Fax to 03 5153 9576 Email to <a href="mailto:feedback@egipps.vic.gov.au">feedback@egipps.vic.gov.au</a></td>
</tr>
<tr>
<td><strong>In Person</strong></td>
<td>Bring the completed form and supporting documents to any of the following locations;</td>
</tr>
<tr>
<td>Service Centre Opening Hours:</td>
<td>8:30am to 5:00pm. Monday to Friday.</td>
</tr>
<tr>
<td>Mallacoota Service Centre Opening Hours:</td>
<td>Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm</td>
</tr>
<tr>
<td>Mallacoota Service Centre:</td>
<td>70 Maurice Avenue</td>
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