



# Electric vehicle kerb charging permit

## What you need to do



### Complete the form

Make sure all sections are complete and you have supplied all supporting documents.



### Submit application

Submit your application via email, post or in-person at St Kilda or Port Melbourne Town Hall.



### Next steps

We will be in contact if any further information is required when assessing your application.



### Pay invoice

Once conditional approval is granted, you will be sent an invoice for payment.

## Read before starting

It is important to note that a permit does not grant the applicant any exemption from current or future parking restrictions. All drivers must comply with parking restrictions and safety road rules.

Kerb charging permits enable an electric vehicle charging facility to be installed at the kerb by the nature strip in front of properties that have no off-street parking and are a standalone building (not apartments or units).

If your property does not comply with these two criteria, you are not eligible for a kerb charging permit.

Kerb charging facilities can only be used by residents of the address where the kerb charger is installed, and the permit holder is not able to make the charging service available to others.

The permit is currently on trial for up to 10 applicants. Please read the **Electric Vehicle Kerb Charging Facility Trial Application Guidelines**.

### Fees

The fee for this permit is \$124, which covers on-site meeting, review and assessment of the application. A bond of minimum \$500 is payable as part of application fee.

An annual fee of \$100 is also required to keep the permit active.

### How to apply

Submit this form and required supporting documentation:

- [enviro@portphillip.vic.gov.au](mailto:enviro@portphillip.vic.gov.au)
- City Strategy Design and Sustainability  
City of Port Phillip  
Private Bag 3  
St Kilda VIC 3182

### Further information

- 03 8563 7507
- [portphillip.vic.gov.au/electric-vehicles](http://portphillip.vic.gov.au/electric-vehicles)
- [enviro@portphillip.vic.gov.au](mailto:enviro@portphillip.vic.gov.au)

## 1 Declaration

### I am:

The property owner or  
The tenant with landlord permission (please attach landlord permission to your application)

### I have:

Read and agree to the conditions in the Kerb Charging Facility Application Guidelines

### The property:

Has no off-street parking  
Is a standalone building

## Privacy policy

The personal information requested on this form is being collected by Port Phillip City Council to assist in the assessment of your Kerb Charging Permit. The personal information will be used solely by Council for that primary purpose or directly related purposes. Council may disclose this information to Victoria Police and Yarra Trams. The applicant understands that the personal information provided is for the assessment of the application and that they may apply to Council for access to and / or amendment of the information.

## 1 Document checklist

### I have attached:

A certificate of currency of my public liability insurance (minimum \$20m). Public liability insurance must remain current and valid for the life of the permit.

Correspondence from my insurer specifying that the kerb charging facility located in front of my property will be covered by my public liability insurance.

Photographs of the site clearly showing the location of the proposed charging facility relative to buildings and existing features in the footpath area.

Specifications and manufacturer's details of the proposed kerb charging facility.

A plan indicating details of underground infrastructure on the proposed site (Dial Before You Dig, [www.1100.com.au](http://www.1100.com.au))

Consent from the property owner where the applicant does not own the property (eg: landlord).

## 2 Applicant details

### Name of applicant

First name

Last name

### Address (in front of which the kerb charging will be installed)

Number

Street name

Suburb

State

Postcode

Best phone number to contact you on

Email

Number of vehicles to be charged

License plates of vehicles to be charged