



ROAD OPENING PERMIT

Assessment Number: _____

Applicant: _____

Postal Address: _____

Phone Numbers: Home _____ **Work** _____

Address of proposed works: Lot: _____ **DP:** _____

Street Address/Road Name: _____

Proposed Works:

- Filtered Water Tapping
Size of connection: _____ mm
- Stormwater connection
- Work within Road Reserves (ie Gutter Crossings , Driveway , Kerb and Gutter , Footpaths , Pavement Construction Work)
Type of work Proposed: _____
- Work on Footpath or Nature strip
Type of work Proposed: _____
- Private Pipeline , Irrigation Culvert Works and Irrigation Channel Works.

Size and type of pipeline : _____

Please refer to attachment A for required agreement in or under a road

- Sewage Connections
- Other

Detailed description of proposed work:

- Plan of work attached
- Traffic Control Plan(s) attached
- Copy of Insurance certificates attached.

I/We understand that:

1. No work is to be carried out until the proposed works have been approved by the Council and where required an agreement has been signed.
2. I/we will be required to meet the full cost of the all work and any costs arising there from.
3. Reinstatement of any infrastructure will be carried out at my/our cost where the Council so requires.
4. A sum of money equal to the estimated cost of any work to be carried out by the Council on my/our behalf will be deposited by me/us with the Council before the work is commenced where directed by Council

Signature of Applicant(s): _____

Name(s): _____

Date: _____

OFFICE USE ONLY

Fee:
(Residential -\$186 – 24/25)

Receipt No:

Date:

Page to be Completed and returned to applicant:

Works Approved: Road Opening Permit No. –

Applicant's Name: _____

Lot: _____; DP _____

Street Address: _____

- Filtered Water Tapping
Size of connection: _____mm
- Stormwater connection
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- Work on Footpath or Nature strip
- Private Pipeline , Irrigation Culvert Works and Irrigation Channel Works.
- Sewage Connections
- Other

Please define: _____

Standard Conditions:

1. All works are to be undertaken in accordance with the relevant Australian Standards and /or Council Specifications.
2. All work s are to be inspected before any of the works are covered by concrete, dirt or other materials.
3. A final inspection of the works is required / council to be advised of completion .
4. Any damage caused to Council's infrastructure is to be repaired at full cost of the applicant, Such works to be undertaken to the satisfaction of Council.
5. Failure to comply with the above conditions may result in action being taken under the Local Government Act 1993 by way of Notice. Order or Fine.

Signature of Council Officer: _____

Name: _____ TITLE: _____

DATE: _____

PROCESS

1. Applicant obtains application form and lodges application with Council together with required fee and information as noted on the form.
2. Application is assessed by Council
3. Approval form is given by to the applicant with the relevant conditions of approval attached.
4. Applicant must meet the conditions of approval and have relevant inspections by Council Staff, signed off by Council. To arrange an inspection please contact Council 02 63298137. (48 Hours Notice to be provided.)
5. Works to be signed off by Council on completion.

NOTES:

Council is responsible for the whole of the road reserve and persons working within the road reserve are obligated to obtain approval before undertaking any works within the reserve.

This relates not only to work on the road pavement but any area of the road reserve.

To obtain approval for work within the road reserve persons must apply for a "Road Opening Permit" from the Council. This application will be assessed by the relevant staff for conformity with Council's standards of work and the relevant Australian Standards.

The fees to obtain a permit are specified in the Annual Management Plan. These fees are subject to change annually and at other times as Council sees fit.

For major works of high risk, Council may require a bond or bank guarantee to cover the possible default on reinstatement of defects.

Council reserves the right to remove sub-standard works. (at the installers cost)

Inspections of certain works will be required as specified on the approval

The application requires a description of the work to be undertaken, the location, the timing and reference to appropriate standards Council approval will be required to deviate from those standards

A map or plan shall be provided showing the proposed works.

A Traffic Guidance scheme TGS designed by a qualified person must also be submitted for all works being carried out within the Road Reserve. This only applies where pedestrian and/or vehicular traffic is affected.

A certificate of currency for Work Cover Construction Induction Card, Workers Compensation, Insurances and Public Liability must also be provided prior to commencement of work.

All locations of underground services are to be provided as "Work as Executed" drawings detailing suitable measurements to enable location and inclusion on Councils plans.

Council will not be liable for any damage caused to private items such as pipelines within the road reserve. Any future failure of the works carried out as part of this Road Opening Permit is the responsibility of the property owner.