FORM
(Blanks not to be photocopied. Print direct from DAKS)
(Printed on 01-Ag-16 at 14:08)

(WO-FO-100) Application Permit Works within a Road Reserve

***Application Details*:-**

***Applicant's Name:-*……*Company Name:-*……**

***Applicant's Ref Nº:-*……*Phone ☎:-* ……..**

***Applicant's Postal Address:-*……..**

***Email:-*……*Mob:-*……..**

***Proposed Site:- (Provide Aerial Map highlighting the work area)*……**

……

	Please select and tick (√) categories for the proposed works*:*	Yes	No	N/A
1	Copy of LAAN approval attached (if applicable)	☐	☐	☐
2	Construction of new or adjustments to existing driveway, attach copy of the approval from Council	☐	☐	☐
3	Installation of new or connection to existing water, sewer or drainage infrastructure, attach copy of the approval from Council	☐	☐	☐
4	Installation of pipelines within the road reserve and other infrastructure, attach copy of the Pipeline Licence Agreement	☐	☐	☐
5	Tree removal and/or trimming, attach copy of the approval from Council	☐	☐	☐
6	Work in Road Reserve on State Road, attach copy of the approval from RMS Refer to clause 11 of this application form	☐	☐	☐
7	Work in Road Reserve BUT not impacting on the road	☐	☐	☐
8	Work impacts on the road surface	☐	☐	☐
9	Is a speed zone authorisation required	☐	☐	☐
10	Is a road closure required	☐	☐	☐
11	Under-boring a Sealed Road	☐	☐	☐
12	Trenching a Sealed Road	☐	☐	☐
13	Works affect Vehicular Traffic	☐	☐	☐
14	Under-boring an Unsealed road	☐	☐	☐
15	Trenching an Unsealed Road	☐	☐	☐
16	Works affect Pedestrian Traffic	☐	☐	☐

Fee Structure for 2020/2021 Financial Year (Cross out Non Applicable Fees)

Clause Reference	Fees Payable For	Fee (GST Incl.)
1	Standard Application Fee	$114.00
1	Urgent Application Fee	$344.00
2	Road Inspection Fee	$180.00
3	Bond Min $500 or 5% of Value of Work (see Cl 3) Insert Amount	$ (Insert Amount)
4	Road Closure (Per ad per week)	$173.00
5	Extension of time required for:- Speed Zone Authorisation or Road Closures	$87.00
Payment Receipt No.	**Total Payable**	**$**

Detailed description of proposed works: - ……
……

Start Date:-…… ***Completion Date:-***……

Is the work related to a Development Application ☐ **No** ☐ **Yes** **DA No:**……..

(Bond not required if a DA has been approved)

(WO-FO-100) Application Permit Works within a Road Reserve

Clause No.	List of Standard Conditions	Office Use Only
1	Standard Application Approval fee shall be paid to Council with this application. **Urgent Approval Fee, is applicable if the Approval is required in less than 10 working days** **[Receipt Type 500] W112.9995.596**	√ × ☐
2	A road inspection fee shall be paid to Council with this application. **[Receipt Type 500] W112.9995.596**	☐
3	The bond to be calculated at 5% of the value of the works impacting on the road reserve. Bond shall be deposited with Council, with this application. **Total value of work impacting on the road reserve: - $**…… Bond payable - minimum $500, and maximum $10,000. **[Trust Register 50 Category 8]** **[Not applicable to other Government Authorities and MI]** *The bond will be retained for a minimum period of six (6) months after work completion. The bond will be totally refunded should the works area be of a similar standard to the immediate surrounding road network at time of final inspection. Road subsidence, or poor finishing of work, will result in bond forfeiture, or delays until works are to the satisfaction of Council. Should Council plant be required to attend the site within bond period, bond will be forfeited and the balance of full cost recovery will be invoiced to the responsible contractor.* ***Where bond is not applicable, an invoice will be sent to responsible Authority/Contractor to recover the full cost of works****.* *Liability for future maintenance will remain with the original Contractor/Authority until Council has signed off on the works.*	☐
4	If a road closure is required, a notice fee per ad per week shall be paid to Council with this application. Number and frequency of advertisement to be determined by Council. **[Receipt Type 500] W112.9995.596**	☐
5	The extension of Speed Zone Authorisation or Road Closure Permits on local and RMS Roads will incur an additional fee. **[Receipt Type 500] W112.9995.596**	☐
6	Traffic control plans shall be in accordance with Australian Standard 1742.3 or other standards acceptable to the Council. A traffic control plan shall be designed and approved by suitably qualified person and shall be submitted with this application. Complete form **WO-FO-202 Portable Traffic Signals,** if proposing to portable traffic signals. Complete form **WO-FO-205 Speed Zone Authorisation,** if proposing to reduce the posted speed limit of the road. Complete form **WO-FO-208 Location Risk Assessment.** Complete form **WO-FO-209 Road Closure Authorisation,** if proposing to close the road. **Note: The roadway is to remain open to traffic at all times during construction unless a direction to restrict or Road Closure notice is issued by council. Where road closure notice is required, allow 20 working days to process the application.**	☐
7	Applicant shall take out or extend a Public Risk Insurance Policy, with a cross clause to cover the Council, for public liability in an amount of not less than $20,000,000 or such other amount as the Council shall nominate to the Applicant from time to time. Council is to be indemnified from any claim arising from accidents that may occur during the installation and restoration phase and up until the work has been cleared by Council. **Note: A Certificate of Currency is to be supplied to Council naming Griffith City Council as an Interested Party each time application is logged.**	☐

(WO-FO-100) Application Permit Works within a Road Reserve

Clause No.	List of Standard Conditions	Office Use Only
8	Council shall be informed of all Hazardous Substances to be used within the road reserve and be supplied with a copy of the Safety Data Sheet/s along with a description of the volumes and method of storage on site	√ × ☐
9	Thrust boring or directional boring should be used for installation of any works under the road unless there are exceptional problems or costs involved.	☐
10	All high pressure work shall be encased in a pipe over the full width of the road formation to allow future maintenance of the works without road disturbance.	☐
11	The following roads are State Roads and are controlled by RMS: 1) Irrigation Way (MR80). (Mackay Avenue, Leeton Road,Widgelli Road) 2) Burley Griffin Way (MR84). (Yenda Road, Bilbul Road, Yoogali Road, Mirrool Avenue) 3) Kidman Way (MR80 and MR321). (Jondaryan Avenue, Hanwood Avenue, Darlington Point Road, Griffin Avenue, Hillston Road, Tharbogang Road) 4) Banna Avenue 5) Benerembah Street RMS shall be notified of the planned work on the above roads and approval shall be obtained. Organisation providing traffic control must be category G accredited by RMS.	☐
All work should be carried out in accordance with appropriate prevailing standards and conform with sound engineering practice and legislation, with particular reference to the WHS Act and Regulations.		

Additional Information:-

Please allow minimum 10 working days to process the application.
Where road closure notice is required, please allow minimum 20 working days to process the application.

Deliver your Application to Griffith City Council's Customer Service Counter OR

Email to: roadpermit@griffith.nsw.gov.au

Council is to be informed 7 Days Prior to the Commencement of the Proposed works and within 2 Days of completion of the works.

I have read and understood all of the above conditions to work within the road reserve.

Name:-…… Position:-……..

Signature: -…… Date:-……