

**Privacy Notification (Privacy and Personal Information Protection Act 1998 – Section 10)** - The information that Council is collecting from you via this application may be personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information are officers within Council. Any person may apply to inspect the application in accordance with the Government Information (Public Access) Act 2009. The supply of the information by you is voluntary and if you cannot, or do not wish to provide the information sought, Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with legislation. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

Office Use Only	

## SECTION 1 APPLICANT DETAILS

Company Name

Name	Surname	Given Names		
Postal Address	Number and Street			
	PO Box			
	Suburb/Town		State	Postcode
Contact Details	Phone / mobile		Email	

## SECTION 2 SITE DETAILS

Number and Street		
Suburb/Town	State	Postcode
DA Consent Number (where applicable)		

## SECTION 3 PURPOSE OF APPLICATION

Select Category, See Overleaf for category details and fees	<b>Tick the Category of work (See Table 1- Overleaf for Description and Fees)</b>				
	Category A	Category B	Category C	Category D	Category E (Events)

## SECTION 4 WORK COMMENCEMENT OR EVENT DATE

List work commencement or event date

**Provide a detailed description of proposed works/event details:**

# APPLICATION FOR WORKS IN ROAD RESERVE OPEN OR OCCUPY – SECTION 138 ROADS ACT

**FORM**

**NOTE** Applications will be accepted for lodgement in Council's Customer Service Centre between 8.30 am and 4.30 pm Mondays to Fridays (excluding public holidays)

SECTION 5 STANDARD ROAD OCCUPANCY - CONSENT FEES – GST FREE				\$
Application Fee			\$ <u>203.00</u>	
STANDARD ROAD OCCUPANCY CATEGORIES – CONSENT FEES – GST FREE				
ALL FEES MINIMUM 1 MONTH				
(Select one Category only. See table 1 below for examples of occupation/work carried out under each category)				
<b>Fees Category A</b> Up to 5m long occupation zone	\$113.00 – Per Month	\$113.00 x _____ (No of Months)	\$ _____	
<b>Fees Category B</b> Up to 10m long occupation zone	\$227.00 – Per Month \$2420.00 – Damage Deposit (refundable)	\$227.00 x _____ (No of Months) + \$2420.00 deposit	\$ _____	
<b>Fees Category C</b> Up to 25m long occupation zone	\$565.00 – Per Month \$4030.00 – Damage Deposit (refundable)	\$565.00 x _____ (No of Months) + \$4030.00 deposit	\$ _____	
<b>Fees Category D</b> Site specific job, or larger scale jobs greater than 25m in length  <b>Rental fee</b> \$ _____ per mth ( _____ m x \$24.00/m)  <b>Damage Deposit</b> \$ _____	Rental Fees and refundable Damage Deposit to be based on site requirements and in accordance with Councils adopted fees and charges.  <b>Contact Council for fee quote prior to lodgement of Application for Category D work Ph: 42 277111</b>  Long term Major Development Sites may also be eligible to lodge Bank Guarantee in place of damage deposit	Rental Fee \$ _____ x _____ (No of Months) + \$ _____ Damage Deposit =	\$ _____	
<b>Fee Category E</b>	Traffic Committee Road Closure for development related works	\$453.00	\$ _____	
<b>(APPLICATION FEE + CATEGORY FEE) TOTAL</b>				\$ _____

TABLE 1: EXAMPLES OF OCCUPATION

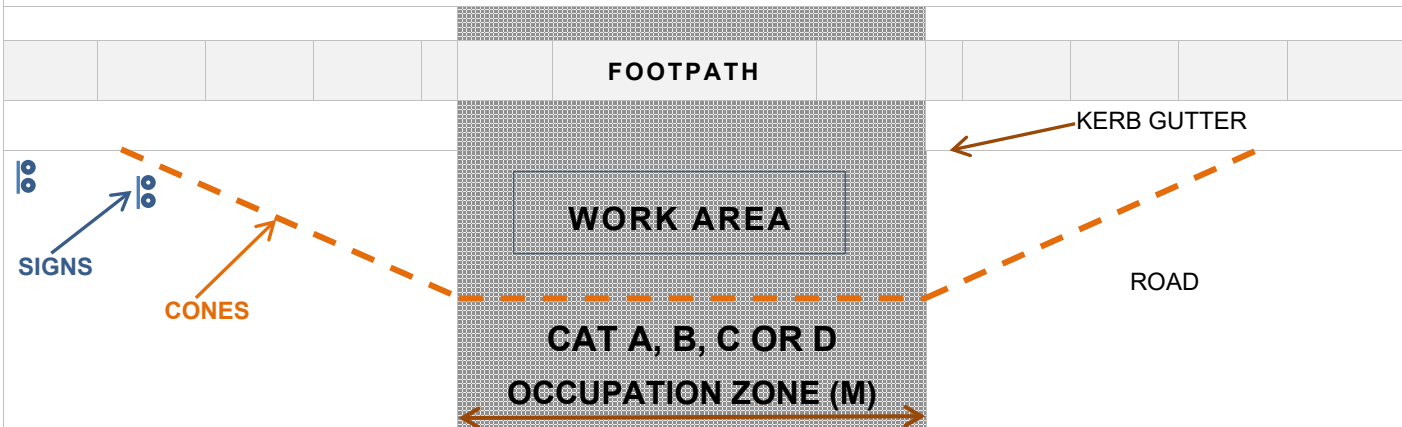
Category A Up to 5m long occupation zone (not cutting into road)	Category B Up to 10m long occupation zone (cutting into road)	Category C Up to 25m long occupation zone	Category D Site specific job, or Occupation zone greater than 25m in length
<p>Example Work Activities -</p> <ol style="list-style-type: none"> <li>1 Enter/exit property under traffic control</li> <li>2 <u>Connections</u> to utilities services ie water within footpath</li> <li>3 Stormwater connection to kerb and gutter.</li> <li>4 Minor miscellaneous works.</li> <li>5 Small Scissor Lift.</li> <li>6 Short term placement of shipping container (e.g. moving house)</li> <li>7 Skip Bin.</li> </ol>	<p>Example Work Activities –</p> <ol style="list-style-type: none"> <li>1 Underbore roadway or Trenching for installation of utilities services eg sewer in road</li> <li>3 Cherry Picker Truck/ or larger Scissor Lift.</li> <li>4 Staged occupation of road reserve eg footpath construction.</li> <li>5 Single Axle Truck.</li> </ol>	<p>Example Work Activities –</p> <ol style="list-style-type: none"> <li>1 Crane Lift</li> <li>2 Concrete pump and truck.</li> <li>3 Trenching for installation of utilities (Major).</li> <li>4 Temporary Fencing or Hoarding eg at shop front/façade.</li> <li>5 Staged occupation of road reserve e.g. footpath construction.</li> <li>6 Semi-Trailer.</li> </ol>	<p><b>Note: Contact Council for fee quote prior to lodgement of Application for Category D work</b></p> <p>Example Work Activities –</p> <ol style="list-style-type: none"> <li>1 Major Development frontage works.</li> <li>2 Major road occupation.</li> <li>3 Temporary Fencing or Hoarding eg perimeter of major development site.</li> <li>4 As required by Council, or site specific occupation requirements.</li> </ol>

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## SECTION 6 EXAMPLE OF OCCUPTION ZONE

All fees for Category A,B,C,D are based on shaded area shown below.



## SECTION 7: ESSENTIAL INFORMATION REQUIRED (TICK TO CONFIRM PROVIDED)

<b>Tick Box to Confirm Information Provided</b>	<p><b>Required information that MUST be attached</b></p> <p>A colour copy of a Vehicle and Pedestrian Traffic Control Plan must be supplied. It must be prepared by a qualified person with Certification in Traffic Control by Transport for NSW (TfNSW), with their name and ticket number clearly marked on the plan.</p> <p>A copy of the Public Risk Insurance. The policy must be current and be for a minimum value of \$20 million dollars (\$20,000,000).</p> <p>Nominate relevant Category of work (Table 1 – Page 2) and provide detail description of work.</p> <p>Work commencement dates.</p> <p><b>PLEASE NOTE:</b></p> <ul style="list-style-type: none"> <li>For Fencing/Hoarding plans, clear dimensions showing the length is required</li> <li>For Road Work/Occupation, clear dimensions showing the occupation zone is required.</li> <li>Where the works are a requirement of development consent, any relevant documentation as specified in the development consent and a copy of stamped approved plans.</li> <li>Where construction works are proposed, a copy of Council approved plans of the proposed works within the road reserve.</li> <li>Where work is required on a state Classified road, an ROL issued by Transport for NSW (TfNSW) may be required with your application.</li> </ul> <p>This application may take up to five (5) working days to process and is subject to the applicant providing all the relevant information as it relates to the proposed works.</p> <p>If your application involves a complete road closure, approval from the Traffic Committee is also required prior to obtaining this consent. Please call Customer Service on 4227 7111 for any enquiries.</p> <p>You are advised that your application will be refused unless all the required information is lodged with the application form.</p>
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	<b>Signature:</b>	<b>Date:</b>	
<b>Office Use Only</b>	<b>Date:</b>	<b>Receipt:</b>	<b>Permit:</b>
	Application Job No 10.0.4160.000000.000.41148:		Deposit Job No 9000 7206 0000:
	Rental Job No 10.0.4160.000000.000.41701:		