

Application for Road and Footpath Opening Permit

Roads Act 1993 – Section 138

OFFICE USE ONLY

Application No:		CCO:	
Fees paid:	\$	Receipt no:	
		Receipt date:	

LODGEMENT & PAYMENT OF APPLICATION

Your application will NOT be processed until FULL payment has been received.

Council: Monday-Friday, 8:00am-4:30pm – **Payment by Cash, Cheque or Card**
Auburn Service Centre - 1 Susan Street, Auburn NSW 2144
Merrylands Service Centre - 16 Memorial Avenue, Merrylands NSW 2160

Mail: The General Manager, Cumberland City Council, PO Box 42, Merrylands NSW 2160
Payment by cheque ONLY - payable to Cumberland City Council

Email: council@cumberland.nsw.gov.au once application is lodged, an email will be sent out with invoice for payment

FEES & CHARGES

Please refer to the current schedule on Council's website at www.cumberland.nsw.gov.au/fees-and-charges

1. Applicant details

Applicant name(s):			
Contact number(s):			
Contact email:			
Address:	Unit no:		House no:
	Street:		
	Suburb:		Postcode:

2. Site Details

Address:	Unit no:		House no:	
	Street:			
	Suburb:		Postcode:	
Purpose of opening:				
Date(s) and Time of work:	From:		To:	
☐ Maintenance Work				
OR				
☐ DA/CDC Related. Please specify DA number:				

3. Contractor details

Contractor's name:		Licence/Permit number:	
Contact number(s):			
Contact email:			
Address:	Unit no:		House no:
	Street:		
	Suburb:		Postcode:

4. Dimensions & Quantity

Item	L x B	Area (m ²)	Cost
Concrete Footpath:			\$
Brick / Pavers:			\$
Asphalt Footpath:			\$
Vehicular Crossing:			\$
Asphalt Road*:			\$
Concrete Road*:			\$
Miscellaneous / Other:			\$
Total (A):			\$
Permit Fee:			\$
Standard K&G (150x450):			\$
Dish Drain			\$
Kerb Only			\$
Gutter Only			\$
Kerb Outlet			\$
Lintels			\$
\$ Total (B):			\$
Grand Total (A+B):			\$

*Asphalt restoration length and width is 300mm greater than opened area on each side. Concrete works to be measured from joint to joint and for full slabs and segments

Minimum quantity for road restoration is 5m². Works shall be carried out in accordance with conditions on Page 3.
Minimum quantity for concrete footpath is 2m². Path to be cut at nearest joints.

5. Bond Payee Details

Please nominate who will be responsible for making the bond payment. The bond refund will be reissued to the nominated person.

Same as Applicant: Yes ☐ No ☐ If no, please fill out the below

Name:

Contact numbers:

Contact email:

Address: Unit/House no: Street:

Suburb: Postcode:

6. Applicants Declaration

I/ We apply for permission to open either road/footpath/driveway/nature strip/kerb & gutter for the abovementioned property and agree to comply with Councils opening conditions as stated on the reverse of this form. In addition, I/ We agree to fill up, consolidate and ensure that such opening does not project beyond road surface and is left in a safe and workmanlike manner to the satisfaction of Council's requirements and standards and advise Council when works complete.

Applicants Signature: Date:

7. Required Documentation

You must submit the following documents with your application. Please tick to ensure all the listed items have been submitted with this application.

- | | |
|--------------------------|--|
| ☐ | Design plans approved by the relevant authority |
| ☐ | Contractor's public liability insurance (min \$20 million) |
| ☐ | Traffic/Pedestrian Management Plan |
| ☐ | Letter indemnifying Council |

8. Responsibility of the Permit Holder

1. Dial before you dig

The permit holder is to contact Dial Before You Dig on 1100 before any roads etc. are opened.

2. Implementing TMP

The permit holder shall ensure the traffic management plan approved as part of the road occupancy by Council (and RMS where required) is implemented at all times.

3. Signs and barricades

The permit holder is responsible for supplying warning signs and barricades for pedestrian and vehicular traffic safety to Australian Standards No 1742.3, traffic control devices for works on roads, at the work site, and in accordance with the approved traffic management plan.

4. Compaction

The permit holder is to ensure that the work site is compacted to Council's specifications and in such a manner that no subsidence of backfill material takes place. Council will charge a further fee if it is called upon to make a temporary restoration.

If the backfilling of the trench is not carried out in accordance with specification, the permit holder will be liable to any extra costs incurred by Council in rectifying the work. If the trench subsides at a future date due to unsatisfactory backfill, the utility authority or permit holder will be liable for the cost of the rectification work required.

5. Liability

Permit holders are reminded that they are responsible for maintaining the opening until council commences permanent restoration works. It should be noted that should any public liability claim be lodged with Council for damages caused by the condition of the roadway and/or footway, council will not accept liability and any such claims will be forwarded to the permit holder.

6. Advise council when temporary restoration complete

Upon completion of temporary restoration work, you are required to contact Council's Engineering section on 8757 9000 to arrange permanent restoration work. Meantime, permit holders are reminded that they are responsible for maintaining the opening until Council commences permanent restoration works.

9. Conditions of Permit

1. Council will respond to this application in writing. A copy of this Permit and the written confirmation from Council must be kept on site for inspection by authorised officers. Penalties apply for unauthorised excavations in Council assets.
2. Road Opening Permits are valid for 6 months from the date of issue
3. Any type of asset shall not be opened, removed or damaged unless a Road and Footpath Opening Fee and a Restoration charge has been paid and the receipt number noted on this permit.
4. All openings shall be backfilled as follows with sand/road base, consolidated with mechanical ramming and the surface temporarily reinstated with COLD MIX asphalt. Also refer to Council's standard drawings for details.
 - a) Concrete/Asphalt Footpaths – backfilled with sand to within 25mm of the surface and topped with 25mm of cold mix asphalt and shall be maintained until the final restoration is completed.

- b) Brick/Concrete/Bluestone Paver Footpaths – The brick pavers (that are not damaged) shall be brought to Council's Works Depot by making prior arrangements with Storekeeper. Brick pavers shall be removed such that they can be reused to reinstate the area excavated.
- c) Nature Strips – all disturbed areas are to be reinstated with turf on a prepared topsoil surface. Turf to be laid to match the surrounding levels, seams shall be then covered with topsoil. The replacement turf shall match or be similar to the species that was removed. Excessive use of topsoil is to be avoided in any area, soil runoff into Council's drainage system is not permitted.
- d) Road Pavements – backfilled with 14:1 sand: cement mix to within 300mm of the surface and then backfilled within 25mm of surface with road base. Top with 25mm cold mix asphalt.
- e) All excavated soil is to be removed from site and disposed of at an authorised tip i.e. No excavated material is to be used in the backfilling of any trenches.
- f) The area for restoration shall measure 300mm greater on each side than the actual excavation to allow for bridging and saw cutting.

Note: Additional charges will apply where Council is called to temporary restore any surface not left in a safe manner as indicated in the conditions set out above. Additional charges include but are not limited to, a standard Inspection Fee plus cost of barricading or applying a temporary surface to the opened area, in addition, to fees already paid for Road and Footpath Opening Permit.

- 5. All permanent restoration of asphalt works shall be carried out by Council. Prior to commence the works the asphalt estimate and the required bond shall be paid with Council
- 6. This permit does not grant the holder permission to carry out permanent restoration (unless specified otherwise in the approval letter). Permission to carry out permanent restoration for concrete works must be sought in writing from Council's Engineer
- 7. The Applicant must comply with all of the agreements, declarations and conditions of the Work, Health and Safety Act 2011, Safework NSW, NSW Dial 1100 Before You Dig Service, Council's Fees & Charges and Permit Conditions, Environmental and other Legislation, Council policies and any other Regulation applicable to the activity.
- 8. The Applicant and/or Applicants contractor must employ adequate site, traffic and pedestrian control/protection measures at all stages of the activity in accordance with Australian Standards 1742.3 - Traffic control devices for works on roads and Roads & Maritime Service's Traffic Control at Work Sites Manual Guidelines.
- 9. The Applicant shall obtain Road Occupancy Certificates from RMS when site is within 100m of traffic lights or from Council when site is on a Regional Road.
- 10. The Applicant must provide Council with a copy of their Public Liability Insurance to the value of at least \$20,000,000 (twenty million dollars).
- 11. Council's engineering section is to be advised (8757 9000) when work is completed to arrange a site inspection and measurement of completed works.
- 12. Any additional fees identified during site inspection, must be paid within 7 days of advice from the Council's Engineer
- 13. The Applicant shall be responsible for maintaining the site to a safe standard until Council accepts that the work has been completed in accordance with condition 4.
- 14. All costs incurred by Council in restoring Council's road reserve assets to a sound condition shall be recoverable under the Roads Act from either the contractor effecting the work or the property owner/ Public Utility Company who initiated the work.

Cumberland City Council

16 Memorial Avenue, PO Box 42, Merrylands NSW 2160.

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