

Work Activities on Council Sites Application Form



Lodgement fee – Work Activities on Council managed sites - including Roads, Footpaths, Parks, etc.	Refer to relevant sections on form
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Property Details

Lot No(s)		Section	DP/SP Number
Unit No.	Street No.	Street	
Suburb			Postcode
Owner(s) Surname		Given Name(s)	
Property Owner's Consent (Signature)			

Description of the Associated Development

Description.....		
DA / CD Details	DA / CD Number _____ / _____	Date of Determination ____ / ____ / ____

Applicant/Permit Holder Details

Ms/Mr/Mrs/Other (please state)		Given Name(s)	Surname	
No.	Street	Suburb	Postcode	
Company Name (if applicable)				
Mailing Address (if different)				
Daytime Telephone No. (Home/Work/Mobile)			Mobile	
Email Address				

Please Note:

1. This application is **NOT** a permit to undertake works. A valid permit must be obtained **PRIOR TO** undertaking the work or activity. Permits are only valid upon payment of additional charges.
2. Council may require additional information and/or fees which will be determined by the Assessing Officer. Applications made for start date within seven (7) days of the lodgement date will **not** be accepted.
3. Permits may be issued subject to conditions. It is the permit holder's responsibility to ensure that conditions are satisfied.

Applicant's Signature	Date / /
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Office use only	Receipt No	Date	\$
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Privacy Statement

The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation. Refer also to the Privacy Statement on Council's website.

Rockdale City Council
Office: 8.30am – 4.30pm (Mon-Fri); 9am – 1pm (Sat)
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Telephone Interpreter Services - 131 450 Servicio Telefónico de Intérpretes
بخدمة الترجمة الهاتفية 電話傳譯服務處 Servizio telefonico interpreti
Τηλεφωνικές Υπηρεσίες Διερμηνέων Служба за преведување по телефон

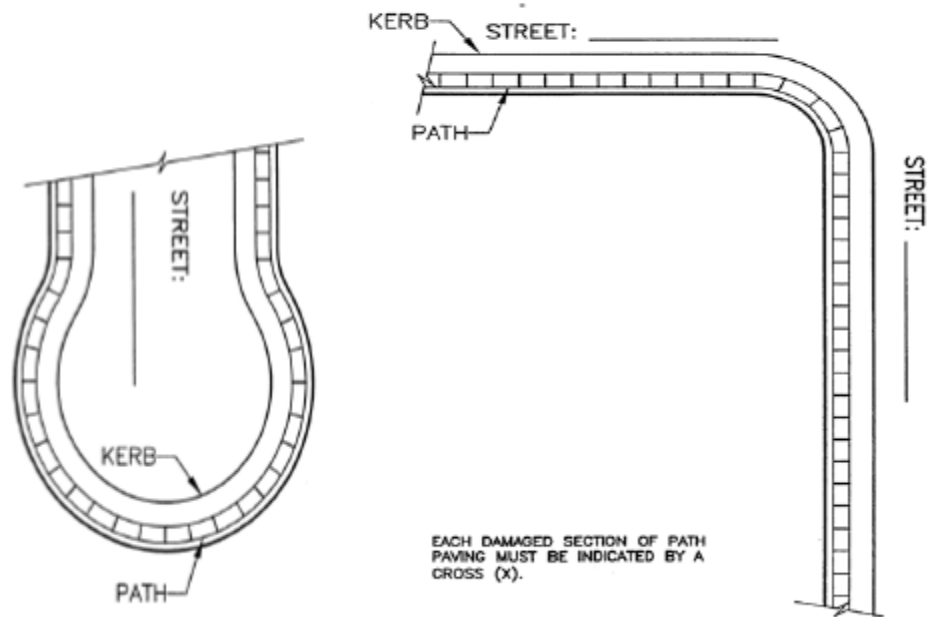
Tel 02 9562 1666 Fax 02 9562 1777
ABN 66 169 730 052
Form reference
16/78650 @July2016

CONDITION RECORD OF FOOTPATH / KERB AND GUTTER / ROAD / DRAINAGE

PRIOR TO COMMENCEMENT OF BUILDING WORK

REQUIREMENTS:

- This form must be completed, signed and submitted with application
- Show reference point eg House No / landmark on diagram
- Show length of damage on diagram
- Attach photos to verify damage



	No	Yes	Details (Indicate on the above diagram and describe below)	Office Use
Is there any damage to the KERB AND GUTTER?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Is there any damage to the FOOTPATH?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Is there any damage to the ROAD?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Is there any damage to the STORMWATER DRAINAGE?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

TEMPORARY CONSTRUCTION ACTIVITIES QUESTIONNAIRE

Activity Type		Required		Supporting information to be submitted	Office Use
1	Dewatering – Do you plan to pump out water from a site into Council’s drainage system (including the road gutter)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Dewatering management plan & water quality plan (refer details on page 8) • Certificate of currency (refer details on page 8) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date

No. of MonthsDevelopment site area (sq.m)

Exact location or street name for discharge.....
.....

Description of works
.....
.....
.....

Application for permit to dewater or pump out site into Council system	\$200.00	Office Use AP/DW
Permit to dewater or pump out site into Council system (per sq.m per month)	\$ 0.50	AP/DW

Activity Type		Required		Supporting information to be submitted	Office Use
2	Public Land Access – Do you plan to temporarily access a site from public land (i.e. park or reserve)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Plan showing the extent of access with dimensions • Traffic Control Plan • Dilapidation Report (refer details on page 8) • Certificate of currency (refer details on page 8) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Days

Exact location or park name for access
.....

Description of works
.....
.....
.....

Lodgement fee	\$127.00	Office Use AP/TA
Minor Access - Access fee	\$265.00	AP/TA
Access Bond-Minor access (per sq.m of accessed area-minimum bond required \$1432) <i>Bond refundable upon satisfactory completion</i>	\$ 26.70	AP/TA
Major Access - Access fee	\$425.00	AP/TA
Access Bond-Major access (per sq.m of accessed area-minimum bond required \$2915) <i>Bond refundable upon satisfactory completion</i>	\$ 26.70	AP/TA

TEMPORARY CONSTRUCTION ACTIVITIES QUESTIONNAIRE (CON”T)

Activity Type		Required		Supporting information to be submitted	Office Use
3	Roadway Occupation – Do you plan to place anything within the roadway which is NOT a registered vehicle? (e.g. waste containers, skip bins etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> Traffic Control Plan Certificate of currency (refer details on page 8) 	<input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Days

Exact location or street name for occupation.....
.....

Type of Waste Container/skip bin (please circle):
Large (>2.5 cu.m) / Mini (<2.5 cu.m) If not a Waste Container, description of item, including length (m):.....

Description of works
.....
.....
.....

Lodgement Fee	\$127.00	Office Use AP/SB
Roadway occupation (per lineal metre per lane per day)	\$ 3.15	AP/SB
Waste container holding fees (per day) - Mini skips	\$15.80	AP/SB
Waste container holding fees (per day) – Large skips	\$31.60	AP/SB

Activity Type		Required		Supporting information to be submitted	Office Use
4	Road/Footpath Closure – Do you plan on closing part of the road/footpath to vehicle or pedestrian traffic?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> Traffic Control Plan Certificate of Currency (refer details page 8) 	<input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Days

Exact location or street name for closure.....
.....

No. of lanes closed: Length of closure (m): No. of **off-street** parking spaces to be occupied (if applicable): _____
Footpath _____ Roadway _____ Footpath _____ Roadway _____

Description of works
.....
.....
.....

Lodgement Fee	\$127.00	Office Use AP/TRC
Roadway/footpath occupation (per lineal metre per lane per day)	\$ 3.15	AP/TRC
Off-street parking space occupation (per space per day)	\$19.05	AP/TRC

TEMPORARY CONSTRUCTION ACTIVITIES QUESTIONNAIRE (CON”T)

Activity Type		Required		Supporting information to be submitted	Office Use
5	Working From Roadway – Does your activity involve working from a vehicle parked on the street? Please select below: <input type="checkbox"/> Mobile Crane <input type="checkbox"/> Concrete Truck <input type="checkbox"/> Concrete Pump <input type="checkbox"/> Other work vehicle, please specify: _____	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Traffic Control Plan • Certificate of Currency (refer details page 8) • For mobile crane work: <ul style="list-style-type: none"> • Slewing diagram • Mobile crane details (mass, length) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Days

Exact location or street name

No. of lanes to be closed: _____ Length of road / footpath to be closed (m): _____

Description of works

Lodgement Fee	\$127.00	Office Use AP/CWC
Crane / Concrete Truck / Work vehicle occupying one lane / parking lane per day or part thereof	\$269.50	AP/CWC
Crane / Concrete Truck / Work vehicle occupying two lanes or half road per day or part thereof	\$517.50	AP/CWC

Activity Type				Supporting information to be submitted	Office Use
6	Tower Crane (inside the worksite) – Do you plan to swing or hoist across Council property (including roadway)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Traffic Control Plan • Slewing diagram • Certificate of Currency (refer details page 8) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Days

Exact location or street name

No. of months (or part thereof)

TEMPORARY CONSTRUCTION ACTIVITIES QUESTIONNAIRE (CON”T)

Description of works		
Lodgement Fee	\$127.00	Office Use AP/TC
Crane Permit (Tower or Internal) based crane – slewing over Council property (fee per month)	\$730.00	AP/TC

Activity Type		Required		Supporting information to be submitted	Office Use
7	Works Zone – do you plan to require exclusive parking adjacent to your site to undertake works?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Work zone general arrangement plan • Traffic Control Plan • Certificate of Currency (refer details page 8) 	<input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Weeks

Exact location or street name for work zone.....
.....

No. of lanes for Work Zone: ____	Length of Works Zone: ____	No. of off-street parking spaces to be occupied (if applicable): ____
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Description of works		
Lodgement Fee	\$127.00	Office Use AP/WZ
Roadway occupation (per lineal metre per lane per week or part thereof with a minimum period of 5 weeks)	\$ 22.00	AP/WZ
Off-street parking space occupation (per space per week or part thereof with a minimum period of 5 weeks)	\$133.00	AP/WZ
Regulatory signage (Work Zone requires Traffic Committee approval & regulatory signage)	At Cost	AP/WZ

Activity Type		Required		Supporting information to be submitted	Office Use
8	Hoarding - Do you plan to place site fencing, site sheds etc. on Council property (including roadway)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Hoarding general arrangement plan • Structural engineering certificate • Traffic Control Plan • Certificate of Currency (refer details on page 8) 	<input type="checkbox"/> <input type="checkbox"/>

Starting Date Finishing Date No. of Months

Exact location or street name for hoarding.....
.....

TEMPORARY CONSTRUCTION ACTIVITIES QUESTIONNAIRE (CON" T)

Length of Class A Hoarding (m): _____	Length of Class B Hoarding (m)(without sheds): _____	Length of Class B Hoarding (m)(with sheds): _____
Description of works		
Lodgement Fee	\$127.00	Office Use AP/HP
Class 'A' – Occupation fee (per metre frontage per month)	\$27.40	AP/HP
Class 'B' Hoarding – WITHOUT SHEDS – Occupation fee (per metre frontage per month)	\$32.75	AP/HP
Class 'B' Hoarding – WITH SHEDS – Occupation fee (per metre frontage per month)	\$56.10	AP/HP

Activity Type		Required		Supporting information to be submitted	Office Use
9	Ground Anchors – plan to install temporary ground anchors to support excavation below the existing road surface level?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> • Ground anchors detailed arrangement plan • Structural engineering certificate • Geotechnical engineering report • Geotechnical engineering certificate • Certificate of Currency (refer details on page 8) 	<input type="checkbox"/> <input type="checkbox"/>
Starting Date Finishing Date No. of Months					
Exact location or street name for ground anchors.....					
Description of works					
Lodgement Fee				\$127.00	Office Use AP/RA
Public Domain Inspection – per inspection (minimum charge)				\$195.00	AP/RA
Design Review and Approval Fee (does not include Consultant fees for third party review of the design which are to be charged at cost)				\$120,00	AP/RA
Ground Anchors Damage & Performance Security Bond (per ground anchor) - minimum security is \$50,000.00. Bond is refundable upon satisfactory completion.				\$5000.00	AP/RA

OTHER ACTIVITIES QUESTIONNAIRE

Activity Type		Required		Supporting information to be submitted	Office Use
10	Other – do you plan on carrying out a proposed activity that does not fit the descriptions above?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Please contact Council for submission requirements	
Exact location or street name for other activity					
Description of works					
Lodgement Fee				\$127.00	Office Use 409060
Staff cost for assessment – Other staff (per hour) – subject to quotation				\$160.00	408050
Staff cost for assessment – Senior Officer (per hour) – subject to quotation				\$224.00	408054
Bond				Quote	

IMPORTANT INFORMATION FOR APPLICATIONS

Council requires electronic lodgement of all plans and supporting documentation in digital form (as PDF documents contained on a CD or USB or similar device). Please also provide a paper copy of the Application Form until such time as Council's staged process to full electronic lodgement has been implemented. Refer to the Electronic Lodgement Guidelines sheet for further information.

Specifications for Supporting Information

Traffic Control Plans – A Traffic Control Plan (TCP) submitted for designated activities and works must be authorised by a person holding the qualification **Prepare a Work Zone Traffic Management Plan**, under the scheme administered by RMS. The TCP shall be prepared in accordance with the Traffic Control and Worksites Manual, version as current at time of application, prepared by RMS.

Certificate of Currency – A Certificate of Currency must identify the proposed permit holder as the insured party, with the value of Public Liability Insurance being no less than \$20,000,000. The Certificate of Currency must have an expiry date at least three (3) months later than the finish date for the proposed work activity.

Engineering Certification – A certificate issued by an engineer must be by a **Professional Engineer**, holding registration on the National Engineer's Register (NER) in the appropriate category of registration, e.g. Civil Engineering, Structural Engineering, Geotechnical Engineering.

General Arrangement Plan – A plan, drawn to scale, showing the arrangement and details (relating to hoardings, works zones, and ground anchors) complete with dimensions.

Ground Anchors Details arrangement plan – A plan showing the general arrangement of all ground anchors, including sections and elevations.

Dewatering Management Plan – Refer to Temporary Dewatering Permit Information Sheet available on Council's website next to the application form.

Dilapidation Report – Is a technical report with photo images of a property at a given point in time. It records the existing condition of the property prior to the commencement of the activity.

State Roads & Classified Roads

On state and classified roads, approval for the activity may need to be obtained from the Roads & Maritime Services (RMS). Additional processing times may be incurred for referrals to RMS. Permits may be conditional on obtaining further Road Occupancy Licenses (ROLs) from RMS. In the City of Rockdale the main roads are:

- | | | |
|------------------------|----------------------|--|
| ▪ Princes Highway | ▪ President Avenue | ▪ Frederick Street (Watkin to Railway) |
| ▪ Forest Road | ▪ Stoney Creek Road | ▪ Alexandra Parade (Seven Ways to Railway) |
| ▪ Rocky Point Road | ▪ Bexley Road | ▪ Seven Ways |
| ▪ The Grand Parade | ▪ Wickham Street | ▪ West Botany Street (Wickham to Marsh) |
| ▪ General Holmes Drive | ▪ Marsh Street | ▪ Croydon Road (Locksley to Forest Road) |
| ▪ Bay Street | ▪ Sandringham Street | ▪ Harrow Road (Watkin to Forest) |
| | | ▪ Watkin Street (Harrow to Frederick) |

Regional Roads & High Traffic Volume Roads

On regional and high traffic volumes roads, hours of work may be restricted or additional permits and permissions required. Restrictions to activities are likely to apply in the following streets:

- | | | | |
|--------------------|----------------------|----------------------|-------------------|
| ▪ Croydon Road | ▪ West Botany Street | ▪ Wollongong Road | ▪ Slade Road |
| ▪ Kingsgrove Road | ▪ Bestic Street | ▪ Parliament Terrace | ▪ Turrella Street |
| ▪ Chuter Avenue | ▪ Ramsgate Road | ▪ Lorraine Avenue | ▪ Moate Avenue |
| ▪ Crawford Road | ▪ Willison Road | ▪ John Street | ▪ Hannam Street |
| ▪ O'Connell Street | ▪ Harrow Road | ▪ Darley Road | |