

## **APPLICATION AND AGREEMENT FOR A PERMIT TO CONDUCT AN ACTIVITY OR WORK WITHIN A COUNCIL STREET**

No works can be undertaken in any road reserve without an appropriate permit being issued.

This permit is required for any works carried out by a third party in **Council road reserves** within the Glamorgan Spring Bay municipality unless otherwise covered by an appropriate planning permit.

**This permit does not cover works carried out in a State road reserve** - (contact the Department of State Growth).

### **APPLICATION FOR PERMIT**

#### **Works (including Roadworks) in Council Road Reservation:**

This permit applies to works undertaken within Glamorgan Spring Bay Council Road Reservation. Works must not commence until approval is granted by Glamorgan Spring Bay Council.

#### **Applicant Contact Details**

<i>Organisation Name:</i>			
<i>Individuals Name:</i>			
<i>Postal Address:</i>			
<i>Phone:</i>		<i>Email:</i>	

#### **Proposed Works Details**

<i>Description of Works:</i>		Design drawings in accordance with the relevant Standards must be provided with this application. Design drawings are subject to Council approval.	
<i>Location of Works:</i>			
<i>Start Date:</i>		<i>Finish Date:</i>	

<b>Declaration</b>
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I/we hereby apply for Glamorgan Spring Bay Council approval to carry out the works described in this application and the accompanying documents and declare that: -

- The information in this application is true and correct
- I/we have read all of the conditions attached to this permit and will ensure that all conditions set out in this permit are complied with.

Signature:	Name:
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This form must be provided to council and an approved permit form returned to the applicant prior to commencement of works.

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<b>Council Approval</b>
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This section must be complete prior to commencing any works on site.

- Council approves the above application subject to the standard conditons**
- Council approves the above application with further conditions\*. See below.**
- Council does not approve the application, please contact Council for details**

**Delegated Council**

**Officer Signature:** .....

**Name:** .....

**Date:** .....

Please notify Council upon completion of works, Council will arrange an inspection of works if required. If the following conditions have not been met and works are completed to an unsatisfactory standard Council will advise of outstanding works and a revised completion date. Council will then reinspect works after completion.

**\*Further Conditions:**

**(See also – STANDARD PERMIT CONDITIONS overleaf)**

## **PERMIT A – WORKS – INCLUDING ROADWORKS – WITHIN A COUNCIL ROAD RESERVATION**

### **PERMIT CONDITIONS.**

1. This permit is applicable to all and any works affecting any part of the road including kerb and channel.
2. A 'dial before you dig' must be undertaken before any works are undertaken [www.1100.com.au](http://www.1100.com.au) or call 1100.
3. Council will not be liable for any damages that occur to council assets or other agency or entity assets as a result of approved works.
4. Construction debris, including sediment, must be prevented from entering stormwater drains and private property.
5. Damage to Council assets must be reported immediately to a Council Contact Officer (see below).
6. Any evidence of damage to assets or private property will be assumed to be the permit holder's responsibility unless proof of pre-existing damage is provided by the applicant to Council prior to works being undertaken.
7. The permit holder must pay the cost of alterations or reinstatement to existing services and/or Council infrastructure and/or private property incurred as a result of the works. Associated work required must be specified or undertaken by the relevant authority.
8. The permit holder is liable for any and all defects for a period of 12 months following Councils' inspection and acceptance of works.
9. All disturbed surfaces must be reinstated and stabilised to the satisfaction of the Council's General Manager.
10. All disturbed footpath must be reinstated in whole sections according to municipal standards.
11. The location and construction of driveway crossovers must be approved by Council.
12. Driveways, footpaths, road works and drainage must be constructed in accordance with the standard drawings prepared by the IPWEA (Tasmania Division) and to the requirements of Council's Director Infrastructure and Works.
13. Prior to a permit being issued, applicants must provide evidence to Council of Public liability insurance to \$ 20,000,000.

14. Permit holders must provide a traffic management plan, on request, compliant with Tasmanian Governments "Code of Practice for Traffic Control at Worksites". All relevant signage must be in place prior to works commencing.  
<http://www.transport.tas.gov.au/safety>. See AS 1742.3 Part 3.
15. Compaction testing results are required to be provided on request for each excavation within the road pavement. Council must be provided 24 hours prior notification of the site and time of compaction testing. Compaction testing results must be available to Councils Officer upon request at any time during the 12 month maintenance period. Compaction testing must be carried out at the permit holders cost.
16. All disturbed areas not otherwise covered by design standards and specifications must be reinstated to a minimum standard that meets or exceeds the existing conditions to the satisfaction of Councils' General Manager.
17. All service road crossings must be bored unless written consent is gained from an approved Council Officer and such consent shall only be given when boring is proven unfeasible.
18. When directed by an authorised officer a temporary seal must be placed over road crossings prior to the completion of the day's works
19. Final reinstatement of the road surface shall be in the same material as the original surface unless otherwise approved by Councils' General Manager.
20. Permit holders are responsible for ensuring the security of their work site.
21. Reinstatements shall meet the following:

*E.g. Reconstruction patches: The repaired pavement shall have a maximum vertical deviation under a 3 m straight edge of 10 mm in any direction. The perimeter of the repair shall be flush with the existing surface.*

*Sealed surfaces only: The surfacing shall provide a uniform water-resistant bituminous layer to protect the pavement layers from surface infiltration of moisture. The type and quality of the surface finish is to be textured so that there is uniform skid resistance across the road.*

**Council Contact Officer:**

**Peter Porch**

**Director Works and Infrastructure**

**Phone: 6256 4777**

**Email: [peter.porch@freycinet.tas.gov.au](mailto:peter.porch@freycinet.tas.gov.au)**