

## APPLICATION FOR ROAD OPENING PERMIT (Form 5)

*Roads Act 1993*

<p><b>1. Person completing this form – name and address details etc:</b></p>	<p>Applicant's Name: <input style="width: 90%;" type="text"/></p> <p>Postal Address: <input style="width: 90%;" type="text"/></p> <p style="text-align: center;"><i>Your reply will be posted to the above address</i></p> <p>Phone: <input style="width: 50%;" type="text"/> Company Contact Person (below):</p> <p>Mobile: <input style="width: 40%;" type="text"/> <input style="width: 40%;" type="text"/></p> <p>Fax: <input style="width: 40%;" type="text"/> Email: <input style="width: 40%;" type="text"/></p>
<p><b>2. Location of proposed works</b></p>	<p>Unit No: <input style="width: 50px;" type="text"/> Street No: <input style="width: 50px;" type="text"/> Street: <input style="width: 150px;" type="text"/></p> <p>Town: <input style="width: 250px;" type="text"/></p> <p>Lot(s) <input style="width: 80px;" type="text"/> Section <input style="width: 80px;" type="text"/> DP/SP <input style="width: 80px;" type="text"/></p>
<p><b>3. Proposed works</b></p>	<p><input type="checkbox"/> Water tapping -</p> <p><b>Size of connection</b></p> <p>Note: Please place a peg on your property where you would prefer the meter to be placed. Council will endeavour to accommodate the request where possible</p> <p><input type="checkbox"/> Work on footpath or naturestrip</p> <p><input type="checkbox"/> Private pipeline or channel</p> <p><input type="checkbox"/> Work on road pavement and/or crossover (including kerb and gutter)</p> <p><input type="checkbox"/> Other</p> <p><b>Detailed description of work proposed</b></p>
<p><b>4. Information attached</b></p>	<p><input type="checkbox"/> Plan of work attached</p> <p><input type="checkbox"/> Traffic control plan/s attached</p> <p><input type="checkbox"/> Copy of insurance certificates attached</p>

<p>5. <b>Applicant's Declaration</b></p>	<p>I/we the undersigned apply for permission as outlined above and understand that by Deniliquin Council granting permission, hereby undertake to fill up, consolidate and make good such opening and surface, construct any structures to the standard specified by Council thereof to the satisfaction of the Council.</p> <p>Signature: <input data-bbox="568 248 1362 293" type="text"/></p> <p>Date: <input data-bbox="568 331 978 376" type="text"/></p>							
<p>6. <b>How to lodge your application</b></p>	<p><b>Applications should be addressed to:</b>  The General Manager  Edward River Council</p> <p><b>Mail:</b>  PO Box 270  DENILIQUIN NSW 2710</p>	<p><b>How to contact us:</b>  Phone: (03) 5898 3000  Fax: (03) 5898 3029  Email: council@edwardriver.nsw.gov.au</p> <p><b>Personal Delivery:</b>  Civic Centre, Civic Place  DENILIQUIN NSW 2710</p>						
<p><b>Office Use Only</b></p> <table border="0"> <tr> <td data-bbox="132 745 181 775">Date</td> <td data-bbox="523 745 639 775">Receipt No</td> <td data-bbox="1075 745 1118 775">Fee</td> </tr> <tr> <td data-bbox="132 792 288 824"><input type="checkbox"/> Copy to file</td> <td data-bbox="568 792 820 824"><input type="checkbox"/> Copy to engineering</td> <td></td> </tr> </table>			Date	Receipt No	Fee	<input type="checkbox"/> Copy to file	<input type="checkbox"/> Copy to engineering	
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## Notes for Applicants for Road Opening Permit

### Process

- 1 Applicant obtains application form and Council specification or standard drawings.
- 2 Application form is lodged and appropriate fee is paid.
- 3 Application is assessed and either approved or refused. If application is refused, any fees will be refunded).
- 4 Approval form is given to the applicant with the relevant conditions of approval attached.
- 5 Applicant must meet the conditions of approval and have relevant hold and witness points signed off by Council. The applicant needs to contact Council on (03) 5898 3000 to arrange inspections and sign off.
- 6 Satisfactory completion of the works should be signed by Council as above.

### Notes

Council is responsible for the whole of the road reserve and persons working within the road reserve are obligated to obtain approval before undertaking any work within the reserve.

This relates not only to work on the road pavement but any area of the road reserve.

To obtain approval for work within the road reserve you must apply for a 'Road Opening Permit' from the Council. This application will be assessed by the relevant staff for conformity with Council policy and standards of work.

The fees to obtain a permit are specified in the Annual Management Plan. The fees are subject to change annually.

For major works of high risk, Council may require a bond or bank guarantee to cover possible default on reinstatement defects. Council may also charge an annual licensing fee for some items such as private water lines.

All works done in the road reserve must meet the required Council standard either as indicated in the development plan or as specified by Council.

**Council reserves the right to remove sub-standard works.**

**Inspections on certain works will be required at designated hold points specified on the approval.**

**The application requires a description of the work to be undertaken, the location, the timing and reference to appropriate Council standards or approval to deviate from them. A map, drawing or plan shall be provided showing the proposed works as part of the proposed works.**

**A Traffic Control Plan designed or selected by a qualified person and in accordance with the Roads and Maritime Services requirements must also be submitted for all works, whether on the pavement or not. Traffic control applies to pedestrians as well as vehicles.**

**A copy of the certificate of currency for workers compensation and public liability must also be provided prior to commencement of work.**

If you have any questions regarding the above documents (eg traffic control plans, certificates or currency etc) please contact Council for advice.

All locations of underground services are to be provided as 'Works as Executed' drawings detailing suitable measurements to enable location and inclusion on Council's plans.

Council will not be liable for any damage caused to private items such as pipelines within the road reserve and if relocation is required due to future upgrading or damaged due to road works or maintenance, the owner will be liable for the cost of reinstatement.

Approval of the road opening permit will be within 3 working days of it being submitted providing all relevant information is submitted.

**WORKS SHALL NOT COMMENCE WITHOUT AN APPROVAL FROM COUNCIL.**