

Application for a Road Opening Permit

Office Use Only

Receipt Details

Receipt Number:	
Receipt Date:	
Amount	\$

Checklist

Please ensure you provide the following: (Please tick one or more boxes)

- ☐ Copy of Public Liability Insurance in the amount of \$20,000,000 to be obtained
- ☐ Application submitted 7 days before commencement date
- ☐ Traffic Control Plan provided
- ☐ Dial before you Dig Plan
- ☐ ROL form is required for State Roads

Location Details

Road Name	<input type="text"/>	Suburb	<input type="text"/>
From (House No)	<input type="text"/>	To (House No)	<input type="text"/>
Description of Work	<input type="text"/>		

Applicant Name (Party or Company who will receive all invoices related to the works)

Commencement Date	<input type="text"/>	Completion Date	<input type="text"/>
Email Address	<input type="text"/>		
Applicants Address	<input type="text"/>		
Contact Number Onsite	<input type="text"/>		

Requested Start and Finish

Start Date	<input type="text"/>	Start Time	<input type="text"/>
Finish Date	<input type="text"/>	Finish Time	<input type="text"/>

Estimated Charges - Important Information

1. Full Concrete slabs will be charged for restoration as per Council's fees and charges
2. Asphalt Area will be charged with a 300mm wing on either side of the disturbed area

Pre Payment - Please complete Restoration Calculations

Fees are valid until 30 June 2025

Road Opening Permit fee \$258.75, plus the minimum 2m² restoration cost as calculated below;

Road Opening Permit			Total
TO.1 Road Opening Permit			\$258.75
Restoration Description All 2m ² minimum	Quantity 2m ² min	Rate Per m ²	Total
TO 2.2 Concrete Driveway Residential 100mm		\$365.65	
TO 2.3 Concrete Driveway Commercial 150mm		\$445.30	
TO 2.5 Pavers returned to Depot in good order		\$475.40	
TO 2.6 Pavers supplied by Council		\$572.45	
TO 2.8 Formed path-earth, grass or gravel first 15m2		\$179.55	
TO 2.9 Formed path-earth, grass or gravel after the first 15m2		\$32.55	
TO 2.10 Non-Formed Path - Rural		\$16.50	
TO.3.1 Concrete Footpath		\$355.45	
TO 3.2 Concrete with Bitumen/Asphalt Surface path		\$355.45	
TO.4.1 Concrete Kerb & Gutter (Linear metre)		\$417.90	
TO 5.3 Bitumen or Asphalt road up to 50m2 (23mm thick max)		\$384.70	
TO 5.4 Bitumen or Asphalt road after the first 50m2 (23mm thick max)		\$257.85	
TO 5.6 Asphaltic concrete pavement deep lift		\$566.75	
TOTAL			

Conditions

1. Fees are estimates only using measurements given to staff at the time of payment before work commences
2. On completion of works contact Council's Technical Officer on 4560 4444 for a joint inspection to take final measurements
3. Where insufficient fees have been paid an account for the balance will be issued
4. Road Opening Permit must be accompanied by a traffic control plan
5. The Applicant is responsible for temporary restorations and keeping them in a safe condition until full payment is made to Council
6. The Applicant is responsible for payment of all fees and charges
7. No works to commence until authorised by Council in writing.

Declaration

I/We agree to undertake to fill up, consolidate and make good such opening and surface therefore to the satisfaction of Council. I/We further agree to ensure that council's requirements are complied with in every respect and accept full liability to ensure that these works will be constructed in strict compliance with Council's Conditions for the opening of any Road Reserve or Public Place (please see over)

Signature of Applicant Date

Office Use Only **MNEMONIC** RD opening permits Road Restoration cost

Date Receiving Officer

Date Forwarded to Technical Officer

Privacy Notice

Council is bound by the provisions of the Privacy and Personal Information Protection Act 1998, in the collection, storage and utilisation of personal information provided in this form. Accordingly, the personal information will only be utilised for the purposes for which it has been obtained and may be available for public access and/or disclosure under various NSW Government legislation.

Conditions for the opening of any Road Reserve or Public Place

The following conditions apply when opening a Road Reserve or Public Place

1. Road Opening Permit to be obtained from the Council by the Owner/Contractor, prior to the opening of any Road Reserve or Public Place, for the purpose of adjusting, maintaining or connecting any service.
2. Road Opening Permit is to be retained onsite by the Owner/contractor and is to be produced upon request by a Council officer as proof of payment of fees.
3. Council to be notified 24 hours prior to commencement of work.
4. All road carriageways, regardless of type or condition, must be underbored.
5. Final surface reinstatement of all constructed footways, i.e. concrete, bitumen etc., to be carried out by Council at the Contractor's expense.
6. A minimum fee pre-determined by Council, covering inspections, reinstatements and processing is to be paid upon issue of the permit.
7. All road openings in formed or unformed footways/roadways to be backfilled by the Contractor with approved granular material in layers not exceeding 300mm in thickness and compacted to a standard approved by the Director, Infrastructure Services. Where the footway/roadway is paved/sealed i.e. concrete, bitumen etc, the backfill is to be kept a minimum of 40mm below the finished surface, and then topped with cold mix.
8. Pedestrians shall be permitted adequate and safe use of part of the footpath or, alternatively, a properly barricaded passage along the roadway, so placed as to not impede the flow of vehicular traffic.
9. Footpath and/or road carriageways to be returned to a condition satisfactory to Council's Engineer within 48 hours from the time of commencement of work.
10. No undue interference is to be occasioned to vehicular traffic during the course of the work and the applicant must maintain the work in a safe condition, erect all necessary barricades and warning signs, to provide adequate warning to the public of any trench etc and the work is in progress.
11. Excavation and/or formwork left overnight shall be suitably lit with battery operated lamps and barricades.
12. The contractor shall be responsible to remove and dispose of any surplus material from the site.
13. No trees or shrubs to be removed without approval.

14. Underground utilities and services: for information on underground services please contact Dial before you Dig on 1100 or alternatively www.1100.com.au. It is the responsibility of the owner/contractor to ensure that all the relevant information has been.

15. Provisions of documentary evidence that you or your contractor is the holder of a current Public Liability Policy in the amount of \$20,000,000 against personal injury and loss or damage to property resulting from the work and installation.

Connecting of Water Service

16. Written permission to be obtained from Council and relevant authorities.
17. Pipes are to be laid at a clear depth of 600mm under the constructed water table.
18. The pipeline is to be maintained in good order at all times.

Extending a Private Water Line/Sewer Line

19. Written permission to be obtained from Council and relevant authorities.
20. Pipes are to be laid at a clear minimum depth of 600mm under the constructed water table.
21. The pipeline is to be maintained in good order at all times.
22. Council and public utility authorities to be indemnified against any action as a result of any damage to the installation.
23. Council accepts no responsibility for the pipeline and reserves the right to require removal or alteration of the pipeline within seven days of written notice. It is advised that such right would not be exercised in an unreasonable or capricious manner.
24. Where the pipeline is being laid in a road reserve, the line is to be parallel with the road boundary and in an allocation nominated by Council or other authorities.
25. A plan showing the location of the pipeline is to be submitted prior to commencement of works.
26. If the main location is varied during the course of construction, a Work as Executed Plan is to be submitted upon completion of the works.
27. Where the pipeline crosses a natural watercourse, open drain or similar, the main is to be fully encased in concrete.

Diagram for road pavement restoration after pipe installation

See overleaf.

