

# ROAD RESERVE OPENING PERMIT APPLICATION 2013/14

Application made under the Roads ACT 1993

CONNECT HOMES /

I	<u>Tiziana</u>	of	<u>EDEN BRAE HOMES</u>	The undersigned, of
(Print applicant's name)		(Print company name)		
Address	<u>Level 3, 22 Brookhollow Avenue</u>			
Suburb	<u>Baulkham Hills</u>	Postcode	<u>2153</u>	
Phone	<u>02 8860 9352</u>	Being the	<u>permits officer / BUILDER</u>	
Mobile	(owner/plumber/drainier/builder/electrician etc)			
Apply for a permit to make openings in the:	<input checked="" type="checkbox"/> NATURE STRIP	and/or	<input checked="" type="checkbox"/> FOOTPATH	and/or <input type="checkbox"/> ROAD
With the surface type being:	<input type="checkbox"/> BITUMEN	and/or	<input checked="" type="checkbox"/> CONCRETE	and/or <input type="checkbox"/> PAVERS
To lay/repair:	<input checked="" type="checkbox"/> STORMWATER	<input checked="" type="checkbox"/> SEWER/WATER	<input type="checkbox"/> TELECOMMUNICATIONS	<input checked="" type="checkbox"/> ELECTRICAL
House No	Lot No	Street	<u>ELIMATTA AVENUE</u>	
Suburb	<u>JORDAN SPRINGS</u>		Nearest cross street	
DA/CDP No.	Premises owned by		<u>ST MARYS LAND LTD</u>	

- I/We have signed the attached Indemnity Declaration.
- Our **Public Liability Insurer** (for a minimum cover of \$10 million) is: QBE  
Policy Number: 132N004016CAR
- I (the Applicant) am responsible for contacting **DIAL BEFORE YOU DIG 1100** for the location of services prior to works commencing.
- I (the Applicant) have provided a plan of the proposed works with this application (*New residential dwelling Development Applications (DA)/Complying Developments (CD) exempt from attaching site plan*).
- I (the Applicant) undertake to observe the conditions of the road opening permit and to pay such further costs as assessed by Council for fees or damage to roads or footpaths exceeding that declared by me attached.

Signature: [Signature] Date: 06/11/2013

**RESTORATION WORKS (Bond held for a period of 12 months from practical completion date)**

I/We will be carrying out the surface restoration works as per Council specifications and will:  
 (a) **advise Council with 24 hours** notice for inspection PRIOR to any backfilling of works;  
 (b) will contact Council WITHIN 2 YEARS of lodgement of this Application for refund of Restoration Bond monies.

I request Council to carry out surface restoration works and understand no unused Restoration Fee monies will be refunded to the applicant.

	①	TOTAL PERMIT FEES (non-refundable) (08)	\$ <u>200 -</u>
(Applicant completing restoration works)	②	TOTAL RESTORATION BOND (50 Item 525)	\$ <u>500 -</u>
(Applicant electing Council to restore works)	③	TOTAL RESTORATION FEE (non-refundable) (78)	\$ _____
	④	<b>TOTAL PAYABLE</b>	\$ <u>700 -</u>

**INTERNAL USE ONLY**

Amount: \$ \_\_\_\_\_ Receipt No. \_\_\_\_\_ Date \_\_\_\_\_

**ROAD PAVEMENT PERMIT- NOTE: for Road Pavement Openings, contact City Works Department**

Approval of Road Pavement Permit \_\_\_\_\_ Signature \_\_\_\_\_ per City Works Manager

**CREDIT CARD PAYMENTS (All credit card transactions attract a surcharge of 0.6%)**

Card Type: MC / VISA  
 Name on Card: \_\_\_\_\_  
 Card No.: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Expiry: \_\_\_\_\_ / \_\_\_\_\_

Penrith City Council Civic Centre, 601 High Street, Penrith 2750 - PO Box 60, Penrith NSW 2750  
 Phone: 4732 7777 Fax: 4732 7958 Email: council@penrith.nsw.gov.au Fax 4732 7958


# ROAD RESERVE OPENING – FEE CALCULATION SHEET 2013/14

NON REFUNDABLE PERMIT FEES							
<i>For openings in the Road, Footway, Road Shoulder for the installation connection/repair of Services:</i>							
<b>PERMIT FEE</b>	<b>(Per opening)</b>				<b>\$200</b>		
Penalty Fee (for openings made without a permit first being obtained)	Additional				\$200		
Drainage connection inspection (connecting S/W to a Kerb Inlet Pit)	Additional				\$127		
<b>SPECIAL PERMIT FEE</b> - For opening the road pavement special approval (in addition to this permit) is to be sought. <i>Contact City Works Department on 02 4732 7781</i>	Additional				\$135		
					<b>Total Permit Fees</b>	<b>\$ 200-</b>	
RESTORATION BOND/FEES <i>(Restoration Bond held for a maintenance period of 12 months from practical completion date)</i>							
Road Pavements							
Heavy Duty – Regional road	m	X	m	=	m <sup>2</sup>	@ \$ 432/m <sup>2</sup>	=
Medium/Light – Local roads	m	X	m	=	m <sup>2</sup>	@ \$ 295/m <sup>2</sup>	=
Unsealed Pavement	m	X	m	=	m <sup>2</sup>	@ \$ 168/m <sup>2</sup>	=
Footpath/Nature Strip (Min 1 m <sup>2</sup> )							
Asphalt/Hotmix	m	X	m	=	m <sup>2</sup>	@ \$ 209/m <sup>2</sup>	=
Plain concrete up to 100mm	m	X	m	=	m <sup>2</sup>	@ \$ 209/m <sup>2</sup>	=
Plain concrete over 100mm	m	X	m	=	m <sup>2</sup>	@ \$ 255/m <sup>2</sup>	=
Stenciled/patterned/coloured	m	X	m	=	m <sup>2</sup>	@ \$ 273/m <sup>2</sup>	=
Pavers on concrete base	m	X	m	=	m <sup>2</sup>	@ \$ 377/m <sup>2</sup>	=
Pavers on all other bases	m	X	m	=	m <sup>2</sup>	@ \$ 205/m <sup>2</sup>	=
Gravel/earth	m	X	m	=	m <sup>2</sup>	@ \$ 123/m <sup>2</sup>	=
Turf	m	X	m	=	m <sup>2</sup>	@ \$ 150/m <sup>2</sup>	=
Granite and basalt paving	m	X	m	=	m <sup>2</sup>	@ \$ 745/m <sup>2</sup>	=
Driveways (Min 1 m <sup>2</sup> )							
Concrete driveways (100mm)	m	X	m	=	m <sup>2</sup>	@ \$ 250/m <sup>2</sup>	=
Concrete driveways (200mm)	m	X	m	=	m <sup>2</sup>	@ \$ 359/m <sup>2</sup>	=
Pavers on concrete base	m	X	m	=	m <sup>2</sup>	@ \$ 377/m <sup>2</sup>	=
Asphalt/bitumen	m	X	m	=	m <sup>2</sup>	@ \$ 209/m <sup>2</sup>	=
Stencil/pattern concrete	m	X	m	=	m <sup>2</sup>	@ \$ 377/m <sup>2</sup>	=
Other Infrastructure							
Kerb & Gutter (including laybacks)	(minimum 1 metre) = _____		lineal m			@ \$ 273/m	=
Granite basalt restorations	(minimum 1 metre) = _____		lineal m			@ \$ 495/m	=
Inlet pit slab or lintel						@ \$ 559/m	=
Disabled/pram ramp			each			@ \$ 827	=
Saw cutting (road or footpath)	<u>Administration Fee.</u> If sawcutting not req'd, fee refunded. If req'd, additional fees will apply subject to current Council contractor rates.					=	\$ 150
Other	m	X	m	=	m	@ \$ / m	=
Copy the below figures to the corresponding numbers 1 – 4 on the Application For Road Reserve Opening Permit							
<b>① Total Permit Fees</b>					\$	<b>200-</b>	
<b>② Total Restoration Bond</b> <i>(Applicant completing restoration works)</i>					\$	<b>500-</b>	
<b>③ Total Restoration Fee</b> <i>(Applicant electing Council to complete restoration works)</i>					\$		
<b>④ TOTAL CHARGES</b> ( Permit Fee + Restoration Bond / Fee)					\$	<b>700-</b>	

**ROAD/FOOTWAY OPENING PERMIT 2013-14  
INDEMNITY DECLARATION**

I/we ..... CONNECT HOMES ....., being the applicant  
(Print Name)  
for the attached Road/Footway Opening Permit, hereby  
declare that I/we will indemnify Penrith City Council and its  
employees from any loss, claim, damages or any other  
matter arising from or as a result of any works associated  
with the attached Road/Footway Opening Permit including  
reasonable legal costs.

I/we further agree that I/we will be responsible for any costs  
incurred by Council or others in rectifying any defect in the  
works deemed by Council to be unsafe or unacceptable, for  
the duration of the maintenance liability period.

**Signature:**  **Date:** 06/11/2013  
**Name:** Tiziana Hassarati  
(Print Name)  
**Company:** Connect Homes

# Road/Footway Opening Permit Conditions – 2013-14

*(To be read in conjunction with Application for Road Reserve Opening Permit)*

## Road/Footway opening permits

Permits must be obtained and restoration charges paid prior to any opening being made in any road or footpath surface. Failure to do this may incur additional charges or a penalty. Permit fees cover supervision costs and are **NOT** refundable.

A permit will be required for each opening in the road reserve - whether for water, sewer, stormwater, electricity connection, disconnection, repair, etc. The Permit Fee covers up to 2 inspections. Any additional inspections required after this, will be charged at \$129 each.

All openings in Town Centres and Shopping Centres will require special approval and at least seven (7) days notification. All work in these centres may be subject to special conditions by Council and restoration will be quoted by Council for each location.

## Additional permit fees

Will be applicable if:

1. the road pavement is to be opened. Approval of Council's City Works Manager (or delegated authority) must be obtained **PRIOR TO COMMENCEMENT OF WORK** if the road pavement is to be opened.
2. Connection to Council's stormwater pipes, culverts, channels, pits or watercourses. Inspection of the completed connection **PRIOR** to backfilling will be required by contacting Council's City Works Department on 02 4732 7777.

## Additional charges

Where an opening is made without a permit first being obtained, an additional fee of over and above the fee applicable shall be charged. Where due to an emergency, this charge shall be waived if the prescribed fee is paid within two (2) working days.

Where an opening is made without a permit first being obtained and the opening is restored without a Council inspection, an additional fee equal to the restoration charges applicable to the job will be charged.

Council reserves the right to restore the surface courses of openings made by any party in any Council property. Any additional restoration work considered necessary will be carried out and charged at the actual cost.

## Renewal

The permit is valid for 12 months from date of issue. If the opening is not made in that time a new permit will be necessary. The cost of the new permit and any additional restoration or other charges will be based on fees and charges in force at the time.

## Restoration works

Council's restoration charges are to restore the surface courses only. Any work other than this will be carried out and charged at the actual cost. To be satisfactory, all compaction and back-filling shall be carried out under Council supervision to ensure:

- all asphalt, bitumen and concrete surfaces must be saw-cut before excavation
- concrete surfaces must be restored to provide no additional joints in the finished surface except by prior negotiation and
- asphalt/Bitumen surface must be saw-cut 300mm outside of the trench area just prior to restoration.

Although Council reserves the right to restore openings made in Council property, special permission may be granted to pre-qualified private parties/contractors to do the work.

Restoration *Bonds* may be refunded upon satisfactory completion of the restoration to Council's specifications and a maintenance period of 12 months from practical completion has expired. Restoration Bonds must be claimed within 2 years of lodgement of this applications.

For any project involving large areas of restoration, the Public Service Authority or Contractor may negotiate with Council's City Works Manager on restoration charges.

# VEHICLE CROSSOVERS APPLICANT CHECKLIST

- Proof of \$10m Public Liability Insurance
- Signature of Property Owner and/or Contractor
- Contractor details supplied

N.B. Formwork inspections are to be booked 24 hours prior, or before 11am for same day PM inspections. Phone (02) 4732 7562

The **Application Number MUST be given** when booking an inspection.

The final approval will be automatically carried out 14 days after a satisfactory formwork inspection. It is expected that after 14 days all backfilling etc. will have been carried out to Council's satisfaction, and if any additional inspections are required, a cost of \$70 per inspection will apply.

*Council reserves the right to refuse the receipt of applications from Contractors who have not supplied details or have outstanding issues from previous vehicle crossings.*

*\*\* This information pack is available on our website [penrithcity.nsw.gov.au](http://penrithcity.nsw.gov.au) \*\**

# PLEASE READ CAREFULLY

## CHANGES TO VEHICLE CROSSOVER CONSTRUCTION WITHIN THE PENRITH CITY COUNCIL AREA

Please be advised that Telstra has notified Council that Telstra manholes and/or pits will not be accepted in vehicle crossovers.

You are therefore advised to take into account these pits/manholes prior to construction to ensure that the proposed crossing will not affect Telstra pits.

Telstra advises that any vehicle crossing proposal that may incorporate a Telstra manhole/pit would be unacceptable in their view, posing a threat to the Occupational Health and Safety of Telstra staff and furthermore, adversely impact Telstra's ability to adequately service the network and their customers.

Where an existing manhole/pit is already located in the proposed vehicular crossing location **approval must be given by Telstra** using the following procedure:

STEP ONE: (to confirm ownership of manhole/pit)

Dial Before You Dig

Phone: 1100

Fax: 1300 652 077

[www.dialbeforeyoudig.com.au](http://www.dialbeforeyoudig.com.au)

STEP TWO: (on confirmation of Telstra ownership of the pit)

Telstra

Phone: 132 200

*(Sales & Billing will then transfer to a contractor for further information and approval)*

Council will not accept vehicle crossover applications that incorporate or impact on Telstra manholes/pits without written permission, ie. Clearance from Telstra.

### Additional Clearance Requirements

Proposed vehicle crossings must be located a minimum of 1 metre from stormwater drainage pits in residential areas (2 metres in industrial areas), Integral/Telstra poles, electrical boxes and no closer than 6 metres to the kerb tangent point near street corners.

**Gary Lawson**

**Traffic & Special Events Co-ordinator**

# CONDITIONS GOVERNING VEHICLE CROSSOVERS

Footpath crossings and foot paving construction may only be carried out by property owners, or licensed contractors, subject to the following conditions.

1. No work is to start on Council property until a 'Footpath Crossing Application' is lodged and receipted by Council. Failure to do so will incur infringement notices and fines.
2. All contractors intending to perform work on Council property within the Penrith LGA must lodge with Council (prior to work commencing) a copy of their current Public Liability Insurance Policy, providing an indemnity limit of not less than \$10 million dollars, and a copy of their relevant (current) Contractors License.
3. Council will not be held responsible for any Public Risk Claims or otherwise, arising from incorrectly installed or unapproved footpath crossings or associated works.
4. The person carrying out the construction must also sign the application form, if they are not the property owner, to acknowledge their responsibilities.
5. Workcover approved barriers, for the protection of the public, must be erected and maintained at any worksite on Council owned or managed property.
6. The contractor/owner is responsible for all damage caused to any public utility located in the footway/road area that is damaged as a result of work performed.
7. All crossings must have the written approval from other Public Utilities, should their service be required to be relocated or remain in the crossing area. It is the owner's responsibility to contact the relevant authority before any concrete is poured. A fee may be applied by the Authority concerned for this service.
8. Council is responsible for any future restoration work in plain grey concrete only, and the use of non-standard materials may require owners to meet any additional cost or to carry out the work themselves of any work by Public Authorities.
9. All stormwater pipes and outlets are to be relocated clear and are not be located within the crossover/layback area.
10. In cases where a new layback is required at a different location, approval will only be granted conditional on the unused layback being restored at the same time, unless both are to be utilised.
11. For crossovers to properties which are lower than the road surface, a cross sectional plan is to be submitted with the application, and an onsite meeting with Council's Engineering Co-ordinator is to be arranged, prior to any work commencing.

## Inspections

All crossings and associated works are to be inspected when the formwork, steel, chairs, sand and pins are in place. Bookings for inspections are to be made by contacting Council's Co-ordinator prior to 11am for inspections that are PM or after 11am for next morning inspections Monday to Friday. Please ensure that you **quote the Application Number**, which is found on the bottom left hand side of the form.

## Approvals/Non approvals

1. Upon inspection, if the work is constructed to Council's satisfaction, an Inspection Certificate will be issued. It is the property owner/contractors' responsibility to check that approval has been granted as non-approvals are also issued on the same form. Reasons for non-approvals are stated. The form is placed under the steel fabric on completion. If the form cannot be located, Council's Co-ordinator must be contacted before pouring on Council's property.
2. Any persons carrying out unauthorised work without an application being lodged will incur fines or default fee as defined under the Local Government Act. The removal of any concrete or material may also be ordered at the owners/contractors expense.

# CROSSOVER AND LAYBACK SPECIFICATION

## Standard requirements

- A minimum concrete strength of FC20mpa to AS 3600 is to be used in all crossovers and associated works.
- All crossovers are to be sited perpendicular (90 deg) to the kerb. Sides may be equally angled outwards from the boundary, but not inwards.
- Types of concrete allowed on Council owned property are: plain/coloured/stencil concrete; pavers. The use of stamped, exposed aggregate or pebblecrete is **NOT** allowed on Council owned property.
- In new release subdivision release areas, crossovers from the boundary to the kerb are to be constructed and remain in plain grey concrete only to a maximum width as specified in the DCP. eg. Jordan Springs 5.5m wide, Caddens 4.5m wide etc. Where applicable, the pedestrian footpath is to remain as an integral part of the crossover so they remain continuous along the street.
- The finished surface must be sufficiently rough so as to ensure safety for pedestrians and other users. In the case of concrete, the finished surface must **NOT** be finished in a smooth steel float finish. The surface of the crossover must **NOT** be coated with any epoxy type 'paint' or other sealant. These types of surfaces may result in a smooth finish, which can be slippery in wet weather.
- Concrete slabs without control joints must not exceed 6 metres in any direction or 36 sqm in area.
- Soil erosion and sedimentation control measures are to be maintained during the entire construction period until the disturbed areas are restored. Council may issue infringement notices including a monetary penalty where the control measures fail to meet minimum standards as required by Council policy and Acts of Law.
- When the formwork is removed, the excavated area is to be backfilled and leveled to the top of the slab, and made safe for pedestrian traffic. Maintenance of this area over the settlement period is the owner's responsibility.
- When lapping fabric sheets ensure a minimum of one grid plus 25mm is allowed and sheets tied together.
- Sand, or a similar fine-grained material, to a compacted depth of 30mm is to be placed under concrete.
- Steel mesh is to be firmly supported on bar chairs at a maximum spacing of 1.2m, and shall have a minimum concrete cover of 40mm.
- Where it is not possible to have the finished crossover level with the existing footway, then the footway is to be graded to a maximum grade of 1:14 to meet the new crossover. The reinstatement of concrete footpaving if damaged or removed is the property owner's responsibility to have reinstated.
- A movement control joint is to be placed at the property boundary. Full depth mastic or similar is also to be used at the layback joint.
- A maximum grade of 12% (1:8) with a minimum grade of 4% is allowed over the first 3 metres from the layback (where possible). If not possible an onsite meeting with Council's Engineering Co-ordinator is required.
- When reconstructing laybacks and/or K&G a sub-base of at least 200mm compacted thickness on a compacted sub-grade shall be provided in accordance with Council's Engineering Guidelines for Subdivision and Development Works (pt2).
- Council cannot guarantee that cracking, settlement, etc of the construction will not occur in the future and will not be held liable for any claims to repair or reconstruct crossings even where Council had originally inspected and approved the work.

## Single dwellings/Dual occupancy

- Crossings are to be a minimum of 100mm thick with one layer of F72 mesh, wired on chairs, with 30mm of compacted sand or fine granular material, keyed into the layback with 12mm galvanised pins, starting 350mm from each side then at 900mm centres.
- Crossovers are to be a minimum of 3 metres wide (to be a maximum of 6 metres), for residential areas. If the gutter is badly cracked or damaged, the complete layback and gutter is to be removed. In this case, the road is to be sawcut 300mm from the gutter lip, and repaired at the property owner's/contractor's expense. The new gutter is to be poured to a board. If the gutter is in good condition, the kerb may be sawcut full depth at the invert with the gutter and a new layback constructed utilizing 12mm starter bars at 400mm centres.



### Light commercial/Light industrial units/Townhouse units

Crossings and laybacks are to be 200mm thick with one layer of F82 mesh, wired on chairs with a 30mm base of compacted sand or fine granular material. It is to be keyed into the layback with 20mm galvanized pins starting 500mm from each side then 900mm centres.

### Heavy commercial/Heavy industrial

Crossovers and laybacks are to be a minimum of 15.5 metres wide (AS 2890.2 – 2002). A **minimum** depth of 225mm thick with two layers of F82 mesh, wired on chairs on a 30mm compacted sand or fine granular material base, keyed into layback with 20mm galvanised pins starting 500mm from each side then 900mm centres. Crossovers and laybacks must be poured separately with a movement control joint at the property boundary. As with residential laybacks, if the gutter is to be removed, the road is to be sawcut.

### Pavers

Council has approved the use of heavy duty pavers for use in vehicle crossings, subject to the following conditions:

- Pavers must be laid on 30mm bedding sand on 75mm thick concrete with F72 mesh wired, on chairs, on a 30mm compacted sand base, keyed into layback with 12mm galvanised pins starting 350mm from each side then at 900mm centres.
- Pavers are to be laid in accordance with manufacturer's specifications and a minimum of 60mm thick.
- Pavers are to be placed, with a nominal gap between pavers and filled with fine sand or a suitable replacement.
- Owners are responsible for the maintenance of pavers - keeping them true and level at all times.
- Concrete edge restraints must be used to restrain the pavers and the sand.
- Pavers for townhouses and commercial crossings are to be laid on 30mm bedding sand on 100mm concrete with F72 mesh on bar chairs, on a 30mm compacted sand base, keyed into layback with 20mm galvanised pins starting 500mm from each side at 900mm centres.

### Non-standard crossings

- The use of stamped, exposed aggregate or pebblecrete is **NOT** allowed on Council owned property.
- Any material other than plain grey concrete is classed as "non-standard". Property owners are advised that if the vehicle crossing is constructed in material other than plain grey concrete, Council will not be responsible for any restoration work as a result of works performed by Council, other than in plain grey concrete.
- All crossovers are to comply with AS/NZS 4663.2.2; AS/NZS 4586.1999; AS/NZS 3661.2.1994 in relation to non-slip finishes.

### Rural crossings

Due to the variances involved in rural areas - with differences in road reserves and table drain widths, a site inspection by Council's Engineering Co-ordinator must be held before any works commence, to ascertain levels, designs, etc.

### Pipe crossings

Pipes are to be a minimum of 300mm inside diameter supported by headwalls at either end, on a 100mm sand/cement base. A minimum of 100mm cover is to be provided over the top of the pipe and all drainage levels are to be calculated and checked prior to installation. See attached drawings for construction specifications.

### Dish crossings

Are to be constructed as per Council specifications. Dish crossings are to have a crossfall along the length of the table drain in the direction of the water flow.