

APPLICATION FOR WORKS IN ROAD RESERVE OPEN OR OCCUPY – SECTION 138 ROADS ACT



Privacy Notification (*Privacy and Personal Information Protection Act 1998 – Section 10*) - The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. You may make application access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the legislation. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

Office Use Only								
SECTION 1	APPLICANT DETAILS							
Company Name								
Name	Surname	Given Names						
Postal Address	Number and Street							
	PO Box							
	Suburb/Town			State	Postcode			
Contact Details	Phone / mobile	Email						
SECTION 2 SITE DETAILS								
Number and Stree	t							
Suburb/Town					Postcode			
DA Consent Number (where applicable)								
SECTION 3 PURPOSE OF APPLICATION								
Select Category, See Overleaf for category details and fees	Tick the Category of work (See Table 1- Overleaf for Description and Fees) Category A Category B Category C Category D Category E (Events)							
SECTION 4 WORK COMMENCEMENT OR EVENT DATE								
List work commencement or event date								
Provide a detailed description of proposed works/event details:								

TRIM: Z15/265225 - July 2021

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SECTION 5 STANDARD ROAD OCCUPANCY - CONSENT FEES – GST FREE \$									
Application Fee									
STANDARD ROAD OCCUPANCY CATEGORIES – CONSENT FEES – GST FREE ALL FEES MINIMUM 1 MONTH									
(Select one Category only. See table 1 below for examples of occupation/work carried out under each category)									
	Fees Category A Up to 5m long occupation zone	\$101.00 – Per Month		\$101.00 x	(No of Months)	\$			
		203.00 – Per Month 2160.00 – Damage Deposit (refundable)		\$203.00 x(No of Months) + \$2160 deposit		\$			
		505.00 – Per Month 3605.00 – Damage Deposit (refundable)		\$505.00 x(No of Months) + \$3605 deposit		\$			
	Fees Category D Site specific job, or larger scale jobs greater than 25m in length Rental fee \$per mth (m x \$21.00/m) Damage Deposit Restal Fees and refundable Damage Deposit be based on site requirements and in accordance with Councils adopted fees charges. Contact Council for fee quote prior to lodgement of Application for Category work Ph: 42 277111 Long term Major Development Sites m be eligible to lodge Bank Guarantee in			Rental Fee \$ Months) + \$ Da	\$				
damage deposit		Traffic Committee Road Closure, F	estivals or	\$405.00					
(APPLICATION FEE + CATEGORY FEE) TOTAL									
Category A Up to 5m long occupation zone (not cutting into road)					Categor Site specific job, of zone greater than	or Occupation			
Exa 1 2	mple Work Activities - Enter/exit property unde traffic control Connections to utilities services ie water within footpath	Example Work Activities – 1 Underbore roadway or Trenching for installation of utilities services eg sewer in road 3 Cherry Picker Truck/ or	 Crane I Concretruck. Trench 	ork Activities – Lift te pump and Ing for installation	Note: Contact Cour quote prior to lodge Application for Cate Example Work Act 1 Major Develop frontage works	ncil for fee ement of egory D work tivities –			
3	Stormwater connection t kerb and gutter. Minor miscellaneous works.	larger Scissor Lift. 4 Staged occupation of road reserve eg footpath construction.	4 Tempo Hoardi front/fa		Major road occTemporary FerHoarding eg pormajor developer	ncing or erimeter of ment site.			
6	Small Scissor Lift. Placement of Container. Skip Bin.	5 Single Axle Truck.	5 Staged occupation of road reserve e.g. footpath construction.6 Semi-Trailer.		4 As required by Council, or site specific occupation requirements.				

Postal: Locked Bag 8821, Wollongong DC NSW 2500

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Mondays to Fridays (excluding public holidays) SECTION 6 **EXAMPLE OF** OCCUPTION ZONE All fees for Category A,B,C,D are based on shaded area shown below. **FOOTPATH** KERB GUTTER **WORK AREA** SIGNS **ROAD** CONES CAT A, B, C OR D OCCUPATION ZONE (M) SECTION 7: ESSENTIAL INFORMATION REQUIRED (TICK TO CONFIRM PROVIDED) Required information that MUST be attached Tick Box to Confirm A colour copy of a Vehicle and Pedestrian Traffic Control Plan must be supplied. It must be prepared Information by a qualified person with Level 4 Certification in Traffic Control, with their name and ticket number **Provided** clearly marked on the plan. A copy of the Public Risk Insurance. The policy must be current and be for a minimum value of \$20 million dollars (\$20,000,000). Nominate relevant Category of work (Table 1 – Page 2) and provide detail description of work. Work commencement dates. **PLEASE NOTE:** For Fencing/Hoarding plans, clear dimensions showing the length is required For Road Work/Occupation, clear dimensions showing the occupation zone is required. Where the works are a requirement of development consent, any relevant documentation as specified in the development consent and a copy of stamped approved plans. Where construction works are proposed, a copy of Council approved plans of the proposed works within the road reserve. Where work is required on an RMS Classified road, an ROL issued by the RMS may be required with your application. This application may take up to five (5) working days to process and is subject to the applicant providing all the relevant information as it relates to the proposed works. If your application involves a complete road closure, approval from the Traffic Committee is also required prior to obtaining this consent. Please call Customer Service on 4227 7111 for any enquiries. You are advised that your application will be refused unless all the required information is lodged with the application form. Signature: Date: Office Use Only Date: Permit: Receipt: Application Job No 4160 2204 0000: Deposit Job No 9000 7206 0000: Rental Job No 4160 3306 0000: Parking Meter Rental Job No 3200 3201 0000: