



**Office Use Only -**

Fee: .....  
Receipt: .....  
Date: .....

DA: .....  
TRIM: .....  
App No: .....  
Permit No: .....

# APPLICATION FOR CONSENT FOR WORKS & STRUCTURES IN/ON A PUBLIC ROAD (Section 138, The Roads Act 1993)

Hay Shire Council  
134 Lachlan Street, Hay Telephone (02) 6990 1100 Fax (02) 69931 288 Post: PO Box 141, Hay, 2711

**1 APPLICANT'S DETAILS**

Mr.  Ms  Other

Family or Company Name

First Name

Flat/street no.

Street

Town or Locality

State  Postcode

Daytime Telephone

Mob.  Fax

Email

Applicant's Reference

The applicant is also the owner  Yes  No  
If No, state owner's name

The applicant is also the contractor for the work  
 Yes  No

**4 NATURE OF WORK**

Associated with a DA/Subdivision  Yes  No  
If Yes state DA Number \_\_\_\_\_ / \_\_\_\_\_

TICK ALL APPROPRIATE TYPES

Water related work  
 Sewer related work  
 Pavement work, including K & G  
 Driveway construction  
 Stormwater connection  
 Service connection (gas, phone, electricity)  
 Other (state) \_\_\_\_\_

**2 CONTRACTOR DETAILS  
(if not the applicant)**

Name:

Address:

Daytime Phone No.

Mobile Phone No.

Fax:

**5 PUBLIC LIABILITY INSURANCE**

Insurance Policy Company

Policy No.

Value  Expiry Date

Please attach copy of your Certificate of Currency

**3 LOCATION DETAILS**

Premises No.  Lot No.

Street

Locality

Nearest Cross Street

Attach a location diagram

**6 DECLARATION**

Copy of Insurance Certificate attached  
 Copy of Traffic & Pedestrian Control Plan is attached

Date of work commencement is

I/We hereby apply for Road Opening Permit to carry out the identified work.

Signed

Date

## WHAT WORKS AND STRUCTURES REQUIRE CONSENT:

**The road reserve includes the footpath and road formation between opposite property boundaries**

Works and structures that require Consent in accordance with Section 138 of the Roads Act 1993 are:

A person must not:

- (a) erect a structure or carry out a work in, on or over a public road, or
- (b) dig up or disturb the surface of a public road, or
- (c) remove or interfere with a structure, work or tree on a public road, or
- (d) pump water into a public road from any land adjoining the road, or
- (e) connect a road (whether public or private) to a classified road otherwise than with the consent of the appropriate roads authority.

## APPLICANTS SHOULD ALLOW UP TO 14 DAYS FOR DETERMINATION

## CONDITIONS FOR A ROAD OPENING PERMIT

**The following information is provided to assist the applicant:**

1. Payment of the application fee is required at the time of lodgement.
2. A traffic Management Plan (TMP) showing proposed traffic signposting around the construction site in accordance with AS 1742.3 and the RTA manual for Traffic Control at Worksites 1998 is to be submitted to Council prior to work commencing. The plan must be prepared and certified by a person holding the appropriate RTA accreditation. No work is to commence until the signage is erected in accordance with this TMP. Note that the plan is to address both motor vehicle traffic and pedestrian traffic.

Note: A Direction To Restrict (DTR) may need to be obtained from the Roads & Traffic Authority in order to reduce the existing speed limits to a specified speed limit, adjacent to a construction work site. A minimum of ten (10) working days should be allowed for obtaining a DTR. No works are to be commenced until a copy of the DTR is forwarded to Council.

All traffic control including the setup and removal of traffic control devices and/or regulation of traffic is to be carried out by persons suitably accredited by the Roads and Traffic Authority to Australian Standard AS1742.3 and the RTA Traffic Control at Work Sites. The contractor must produce upon request evidence that all staff involved in the above have such accreditation.

3. Public Liability insurance in an amount of \$10 million is to be maintained for the construction period. Written evidence of a current policy is to be provided prior to the commencement of the work.
4. Upon request, the contractor must be able to produce evidence that all plant is registered and the subject of third party insurance.
5. The contractor shall meet all obligations under the Occupational Health & Safety Act 2000, and relevant Work Cover requirements including appropriate traffic controls.
6. The disturbed area is to be restored to at least its original condition at the applicant's cost, and any damage caused to the road or drainage system is to be brought to the notice of Council.
7. The applicant will be responsible for the disposal of any excess material and restoring table drains, shoulder seal and culverts blocked or damaged as a result of the works
8. The works proceed to completion without undue delay.
9. Provision is made for service vehicles, resident's etc to gain access to properties at all times.
10. Affected residents are to be notified in writing indicating, at least seven days in advance of any full road closure, the reason for the road closure, the period of the road closure and a company contact name and a 24 hour contact phone number.

## IMPORTANT INFORMATION

### 1. Access to information

The Government Information (Public Access) (GIPA) Act 2009 provides that persons are entitled to open access information about a Development Application. However, this does not extend to:

- (a) the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or
- (b) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.

### 2. Privacy Notification

Personal information contained on this form where it is part of a Development Application will be published in the Shire Snippets as required by the GIPA Act 2009.