

# APPLICATION TO CARRY OUT WORKS ON A PUBLIC ROAD

Section 138 of the *Roads Act 1993*

**1. APPLICANT DETAILS**

APPLICANTS SHOULD ALLOW UP TO 14 WORKING DAYS FOR DETERMINATION Fees: A non-refundable fee is to be paid at the time of lodgement of the application. Additional fees may be charged before the determination of the application, subject to the amount of work proposed. Please refer to Council's Fees & Charges schedule. The permit is for 12 months from the time of approval.

|  |  |  |       |  |           |
|--|--|--|-------|--|-----------|
| Name/s (individual/company name in full) |  |  |       |  |           |
| Company contact (if applicable)          |  |  | ABN:  |  |           |
| Postal address                           |  |  |       |  |           |
| Suburb                                   |  |  | State |  | Post Code |
| Contact phone number                     |  |  |       |  |           |
| Email address                            |  |  |       |  |           |

**2. CONTRACTOR DETAILS (if different from applicant)**

|  |  |  |       |  |           |
|--|--|--|-------|--|-----------|
| Construction Contractor/Company Name/s |  |  |       |  |           |
| Postal address                         |  |  |       |  |           |
| Suburb                                 |  |  | State |  | Post Code |
| Contact phone number                   |  |  |       |  |           |
| Email address                          |  |  |       |  |           |

**3. TYPE OF PROPOSED WORK**

If associated with a DA, state DA Number

Pavement work, including K&G     
  Service Connection (gas, phone, electricity)     
  Stormwater Connection  
 Driveway Construction     
  Other (including Blasting Notifications)

**4. DESCRIPTION OF WORK**

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Date of Commencement of work   |  |  |  |  |  |
| Does this application require the assessment of a tree in relation to your proposed work? <input type="checkbox"/> Yes <input type="checkbox"/> No |  |  |  |  |  |

**5. SITE LOCATION (please attached a Location Map)**

| Number | Street | Suburb | Lot | Section | DP/SP |
|--------|--------|--------|-----|---------|-------|
|        |        |        |     |         |       |

|                      |  |
|----------------------|--|
| Nearest Cross Street |  |
|----------------------|--|

## 6. PUBLIC LIABILITY INSURANCE (please ensure you attach a copy of your Certificate of Currency)

The Public Liability Policy must always be the person or business carrying out the works  
Please ensure the Public Liability Insurance ensure the minimum value of \$20,000,000

|                  |  |               |  |
|------------------|--|---------------|--|
| Insurance number |  | Policy Number |  |
| Expiry Date      |  | Value         |  |

## 7. APPLICANTS CHECK LIST

- Copy of Design Plans
- Copy of Traffic & Pedestrian Control plan (if required)
- Copy of Construction Contractors Certificate of currency attached

I hereby acknowledge that submission of this form does not permit me to commence any works. Once written approval has been received by me from Council I will apply to undertake the works according to the procedure outlined on this form.

- I declare that I have read and understand the [Council requirements](#) and [Construction Specifications](#) that apply to this form.
- I declare that all information provided on this form is known to be true and correct.

The information provided may contain personal information as defined under the *Privacy and Personal Information Protection Act 1998 (NSW)*. The purpose of collecting this information is to enable Council to consider matters under related legislation, issue related documentation where required and other associated matters as provided by law and will be utilised by Council officers in assessing the proposal and other associated activities. The information may also be made available to other persons in accordance with the relevant Acts and regulations, such as the *Government Information (Public Access) Act 2009 (NSW)* and will be stored in Council's record system.