

APPLICATION FOR PERMIT TO CARRY OUT WORKS IN A ROAD RESERVATION

The purpose of this application is for Council to provide approval for works to be undertaken in the road reservation that impact Council assets or involve public safety.

- Please note an Application Fee is payable upon lodgment in accordance with our Fees and Charges Schedule
- This Permit Application must be made 21 working days prior to the proposed works commencement date.

APPLICANT DETAILS

Organisation:			
Name:			
Postal Address:			
Email Address:		Phone:	

DETAILS OF WORKS (attach further pages if required)

Location:			
Work Start Date:		Work Completion Date:	
Is this permit part of a development application?	Y ☐ N ☐	Permit Number	

TYPE OF WORK

TICK ALL THAT APPLY

Crossover (Property Access/Driveway)	
Stormwater	
Footpath	
Kerb and Channel	
Water & Sewer Infrastructure (TasWater only)	
Underground Power Connection	Y ☐ N ☐ TasNetworks Pole Number
Other (Please Specify)	

CONTRACTOR DETAILS

Contractor Name:			
Email Address:		Phone:	

INSURANCE DETAILS (Current public liability insurance policy of \$20 million is required)

Insurance Company:			
Policy Number:		Expiry Date:	
Insured Value:		Certificate of Currency	Y ☐ N ☐

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PLEASE PROVIDE SKETCH PLAN OF THE PROPOSED WORK

Indicate road/s, property, boundaries, and position of north.

INSTRUCTIONS FOR APPLICANT

- This form and required documentation should be presented to the Council office at 3 Ellenor Street, Scottsdale or email to dorset@dorset.tas.gov.au together with an application fee. Credit Card details can be supplied on this application form under Payment details.
- You do not have approval and must not commence works in the road reserve until you receive written notification from Council quoting a permit number.
- The applicant must notify Council following completion of work.
- A copy of this application shall be kept on-site with all supporting drawings, plans and current public liability insurance at all times.
- Please allow a minimum of 21 working days' notice from the date Council received this application to allow time to inspect the site and process all documentation
- The applicant must supply the following information to Dorset Council:
 - Proof of Public Liability insurance (\$20 million).
 - Traffic Management Plans if required.
 - Road Closure application if required.
- I/we agree to comply with all conditions and will accept full responsibility for damage of any kind whatsoever which may be caused within the public road reservation as a result of the works at the location described, and hereby undertake to pay the Dorset Council the total cost of any repairs or reinstatement within the public road reservation as may be deemed necessary by Council's Director of Infrastructure.
- Notification has been provided to other parties/authorities and adjoining property owners/occupiers affected by the proposed works.

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PERMIT CONDITIONS

- Where in the opinion of the Director of Infrastructure substandard or faulty work requires additional inspections to be made, the Corporation may require an additional fee to be paid to the Corporation for each such additional inspection.
- You must comply with Work Health and Safety Act 2012 and Work Health and Safety Regulations 2022 in always providing a safe work site for the public and site personnel.
- Works within the nature strip are to be fenced off using barrier mesh and all site personnel are to wear high visibility clothing in accordance with the relevant Australian Standards.
- No building materials are to be kept on nature strips during construction and works on nature strips are to be completed within fourteen (14) days of commencement.
- You must check the location of underground services with asset owners before commencement of work – (Dial Before You Dig). Any damage to Council infrastructure will result in an invoice being sent to the applicant to cover the costs of repair.
- You must reinstate the area of works to its original condition as approved and agreed by Council.
- Work is not permitted to be carried out at nighttime, weekends, or public holidays without prior written approval from Council.
- All works carried out on council owned or managed land including the road reservations are to comply with the current Austroads Guide to Temporary Traffic Management (AGTTM). Signage and barricades are to be in accordance with AS1742.3 2019 Control Devices for Works on Roads
- Construction and reinstatement work approved under this permit are to be performed to exceeding those described in the Tasmanian Municipal Standards. A copy of these standards and drawings can be obtained from the Council or found on the Local Government Association (LGAT) website.

Special Conditions: _____

APPLICANT DECLARATION

In accordance with Section 46 of the Local Government (Highways) Act 1982, I hereby agree to comply with the terms and conditions described above.

Signature

Date

PAYMENT DETAILS

Card Name

Card Number

Expiry

CCV

Type

Visa ☐
Mastercard ☐

Payment Processed

Officer

COUNCIL APPROVAL

Permit Number

Final Inspection Required

Yes ☐ No ☐

Final Inspection Date

Works Finalised

Yes ☐ No ☐

Officer

Signature

Date