

Road Opening Application to Excavate Council Roads and Footpaths 23/24

In accordance with Section 138 and 139 of the Roads Act 1993

| If you need help lodging your form, contact us | | |
|--|------------------------------------|----------------------------------|
| Email | council@northernbeaches.nsw.gov.au | |
| Phone | 1300 434 434 | |
| Customer Service Centres | Manly | Dee Why |
| | Town Hall, 1 Belgrave Street | Civic Centre, 725 Pittwater Road |
| | Manly NSW 2095 | Dee Why NSW 2099 |
| | Mona Vale | Avalon |
| | 1 Park Street | 59A Old Barrenjoey Road |
| | Mona Vale NSW 2103 | Avalon Beach NSW 2107 |

| Office use only | |
|-----------------|------------------------------------|
| Form ID | 4050 |
| TRIM Ref. | C000979 |
| Last updated | June 2023 |
| Business unit | Transport and Civic Infrastructure |
| Receipt no. | |

| Privacy Protection Notice | |
|---------------------------|---|
| Purpose of collection | For Council to provide services to the community |
| Intended recipients | Northern Beaches Council staff |
| Supply | If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek |
| Access/Correction | Please contact Customer Service on 1300 434 434 to access or correct your personal information |

This is an application **NOT** an approval to do works

When is a Road Opening Application Required?

If you wish to dig up, underbore, disturb or carry out work to the surface of Council roads and/or footpaths e.g. for connection of plumbing or other utilities.

All restoration work will be carried out by Council in accordance with Council's Fees and Charges. The Council scope of work will be assessed as part of the application process and in accordance with Auspec Road Restorations Specification 1151, 1152 as amended by Council.

About this Application Form

1. This application is to be submitted, application fee paid, and Approval given by Restorations Officer prior to excavation works commencing. Upon receipt of the application fee, a Council Restoration Officer will contact the applicant to determine the restoration fee owing for the proposed works. Once the restoration fee has been received by Council the permit will be approved for works to commence. The permit is valid for 6 months from the date of approval. **Receipt of payment does not constitute approval for works to proceed.** If this application is being submitted as part of a requirement, ensure you are submitting in line with the DA Condition of Consent.
2. This application requires 10 business days to be processed. Applications received after works have commenced will incur additional fees and work may be stopped by Council without warning.
3. Works may commence once an approval letter is received and Council is in receipt of payment.
4. A copy of a valid Certificate of Currency for Public Liability Insurance (cover of a minimum of \$10 million) must be attached to this application form.
5. If a partial/complete road closure is required, you will need to complete and lodge an Implement Traffic Control Application in conjunction with this Road Opening Application.
- 6. Applicants must call the Council Restorations Officer once works are complete to arrange a final inspection.**
7. For the Codes and Conditions of Approval for Excavation of Council's Roads and Footpaths, please see Page 5 of this application form.

Note: Whilst Council retains the approval for works undertaken to the kerb/footpath/nature strip/driveway, Council will not issue a permit for any works undertaken on the roadway of any State Roads that are maintained by Transport for New South Wales (TfNSW), formerly Roads & Maritime Services (RMS). See Page 4. TfNSW approval (Road Occupancy Licence) is also required for works on Regional Roads or within 100m of traffic lights prior to Council issuing an Approval.

Part 1: Applicant Details

| | | | | |
|---|--------------------------|---------------------------|--|--------|
| Title | Mr <input type="radio"/> | Mrs <input type="radio"/> | Ms <input type="radio"/> | Other: |
| First Name | | | | |
| Last Name | | | | |
| Address | | | Postcode | |
| | | | Mobile | |
| Phone | | | | |
| Email | | | | |
| Contractor Name <i>(if applicable)</i> | | | Contractor ABN <i>(if applicable)</i> | |

Part 2: Location of Works

| | | | |
|-------------------------------|--|---------------------------|-------------|
| Street Address | | | |
| Suburb | | Postcode | |
| DA/CDC Number (If applicable) | | Public Liability Provided | Yes No |
| Proposed Start Date | | | |

With reference to Appendix 1: Roadway Restoration Standard drawings please indicate location and dimensions of excavations on the Site Plan below:





PROPERTY **NO** **NO** **NO**

FOOTPATH

ROAD

FOOTPATH

KEY:

-  **FOOTPATH**
-  **KERB**
-  **PROPERTY BOUNDARIES**
-  **SHOW EXTENT OF WORK**

Part 3: Road Closures

| | | |
|--|-----|----|
| Road Closures are not permitted. If you propose to close a road to traffic the application will need to be assessed by Council's Traffic Engineer. | | |
| Will you be closing the road to traffic? | Yes | No |

Part 4: Details of Work

| Applicant to Complete | | | | Restorations Officer to Complete | |
|---|------------|------------|---|------------------------------------|-----------------|
| | Length (m) | Width* (m) | Area (m ²) (min 1m ²) | Rate (\$ per m or m ²) | Restoration Fee |
| Footpath | | | | | |
| Cement | | | | | |
| Segmental Paving | | | | | |
| Commercial Pavers | | | | | |
| The Corso/Manly CBD | | | | | |
| Driveway | | | | | |
| Concrete Commercial | | | | | |
| Concrete Residential | | | | | |
| Kerb & Gutter | | | | | |
| | | | | | |
| Road | | | | | |
| Asphalt | | | | | |
| Unsealed Shoulder | | | | | |
| Other | | | | | |
| Saw Cutting (if applicable) | | | | | |
| | | | | Total Restoration Fee | \$ |
| | | | | Application Fee | \$323 |
| | | | | Late Fee (if applicable) | \$937 |
| <ul style="list-style-type: none"> All turf areas are to be reinstated by the Applicant Minimum trench width for the calculation of fees is 500mm (roads only) Full panel replacement to all concrete footpaths must be calculated | | | | TOTAL: | \$ |

Part 5: Indemnity and Your Signature

I have read, understood and agree to comply with Council's Codes and Conditions of Approval for Excavation of Council's Roads and Footpaths as outlined in this application. I indemnify Council against any action or claim for damages arising from work being undertaken under this approval. I agree to pay Council for repairs to any damage caused to Council assets as a result of civil works carried out under this permit. I acknowledge that, should the work be unsatisfactory or unsafe, Council may recover any additional costs incurred as a debt from me.

| | | | |
|-----------|--|------|--|
| Name | | | |
| Signature | | Date | |

Whilst Council retains the approval for works undertaken to the kerb/footpath/nature strip/driveway of the below listed streets, Road Opening Permits will not be issued for works undertaken on the actual roadway of any State Roads that are maintained by the TfNSW. Please see list below:

| State Roads (Transport for NSW) | | |
|--|------------------------|-----------------------------|
| Street | From | To |
| Barrenjoey Road | Pittwater Road | Beach Road |
| Beach Road | Barrenjoey Road | Ocean Road |
| Belgrave Street | Raglan Street | West Esplanade |
| Burnt Bridge Creek Deviation | Sydney Road | Condamine Street |
| Clontarf Street | Wakehurst Parkway | Frenchs Forest Road |
| Condamine Street | Sydney Road | Pittwater Road |
| Forest Way | Warringah Road | Mona Vale Road |
| Frenchs Forest Road | Clontarf Street | Sydney Road |
| Liberator General San Martin Drive | Full length | |
| Manly Road | Up to Spit Bridge | Sydney Road |
| McCarrs Creek Road | Mona Vale Road | Up to Mccarrs Creek Reserve |
| Mona Vale Road | K. M. Boundary | Pittwater Road |
| Ocean Road | Beach Road | Palm Beach Road |
| Pittwater Road | Barrenjoey Road | Belgrave Street |
| Sydney Road | Frenchs Forest Road | Belgrave Street |
| Wakehurst Parkway | Clontarf Street | Pittwater Road |
| Warringah Road | Up to Roseville Bridge | Pittwater Road |
| West Head Road | Full length | |
| Regional Roads (Northern Beaches Council) | | |
| Abbott Road | Pitt Road | Harbord Road |
| Adams Street | Bennett Street | Griffin Road |
| Allambie Road | Kentwell Road | Warringah Road |
| Balgowlah Road | Kenneth Road | Pittwater Road |
| Beacon Hill Road | Old Pittwater Road | Warringah Road |
| Bennett Street | Oliver Street | Adams Street |
| Bridge Road | North Steyne | Greycliffe Street |
| Campbell Avenue | Fisher Road | South Creek Road |
| Carawa Road | Willandra Road | Fisher Road North |
| Cavill Street | Dalley Street | Lawrence Street |
| Commonwealth Parade | West Esplanade | The Crescent |
| Condamine Street | Sydney Road | Pittwater Road |
| Dalley Street | Queenscliff Road | Cavill Street |
| Darley Street | Barrenjoey Road | Pittwater Road |
| Dee Why Parade | The Strand | Pittwater Road |
| Fisher Road North | Willandra Road | Lynwood Avenue |
| Garden Street | Pittwater Road | Powderworks Road |
| Greycliffe Street | Dalley Street | Bridge Road |
| Griffin Road | Adams Street | The Strand |
| Harbord Road | Lawrence Street | Pittwater Road |
| Hill Street | Rosedale Avenue | Sydney Road |
| Kenneth Road | Condamine Street | Balgowlah Road |
| Kentwell Road | Pittwater Road | Allambie Road |
| Lauderdale Ave | Rosedale Avenue | The Crescent |
| Lawrence Street | Cavill Street | Harbord Road |
| Lynwood Ave | Fisher Road North | Fisher Road |
| McCarrs Creek Road | Pittwater Road | Up to Mccarrs Creek Reserve |
| Mcintosh Road | Willandra Road | Fisher Road |
| North Steyne | Bridge Road | Raglan Street |
| Old Pittwater Road | Pittwater Road | Beacon Hill Road |
| Oliver Street | Pittwater Road | Bennett Street |

| | | |
|------------------|---------------------|---------------------|
| Pitt Road | Griffin Road | Abbott Road |
| Pittwater Road | Barrenjoey Road | McCarrs Creek Road |
| Powderworks Road | Garden Street | Mona Vale Road |
| Queenscliff Road | Greycliffe Street | Dalley Street |
| Raglan Street | North Steyne | Belgrave Street |
| Rosedale Avenue | Lauderdale Ave | Hill Street |
| South Creek Road | Campbell Avenue | Pittwater Road |
| The Crescent | Lauderdale Ave | Commonwealth Parade |
| The Strand | Griffin Road | Dee Why Parade |
| West Esplanade | Commonwealth Parade | Belgrave Street |
| Willandra Road | Warringah Road | Carawa Road |
| Winbourne Road | Harbord Road | Pittwater Road |

Codes and Conditions of Approval for Excavation of Council's Roads and Footpaths

Part 1: Road Openings

Road openings include any opening of road pavement, road shoulder, footpath, kerb & gutter, nature strip or other Council infrastructure.

The temporary restoration area is the responsibility of the applicant until such time that the permanent restoration work is undertaken and complete.

Council has a responsibility to maintain its road pavement, road shoulder, footpath, nature strip, kerb & gutter and the like in the best possible condition. Therefore, strict compliance of conditions and specifications are required to ensure a quality restoration. The total charges payable will be based initially on the road area to be affected by trenching works as determined by Council and outlined in Council's restorations specifications. Upon completion of the works and certification that all trenches have satisfied the specified backfilling and compaction requirements, an actual measure of the areas to be restored (permanently) will be carried out by Council's Restoration Officer (with the applicant's representative if required), and any adjustment to the original restoration charges will be made on this basis. This may involve additional charge if the restored area is larger than originally estimated. Council recognises the need for these works and through mutual cooperation the work should proceed smoothly for all parties concerned.

Part 2: Applications

A Road Opening Application must be obtained before a road is opened by any plumber, drainer, builder or any other person (such contractors or individuals are referred to hereunder as the Applicant). To obtain Council consent you must complete and submit a 'Road Opening Application to Excavate Council Roads and Footpaths' form. The formal approval letter and receipt of payment must be available at the work site whilst the opening is being carried out. Where in the opinion of Council's Restorations Officer a bona fide emergency condition existed (e.g. damaged sewer connection or burst water service) 24 hours will be allowed for making application unless such a condition existed during a weekend or a public holiday and in that case an application must be made before the end of the next working day. Council consent will be valid for six (6) months from the date of formal approval. No main traffic route road pavement shall be opened without the permission of the Restorations Officer. An application fee for the current financial year must be paid in addition to the appropriate restoration charges.

The applicant must have a valid Public Liability Insurance Cover to a value of minimum \$10 million at the time of road opening.

Part 3: Restoration Charges

Please refer to the Ready Reckoner on our Council website for the calculation of restoration charges. This can be found on the Forms page alongside this application form at northernbeaches.nsw.gov.au. These fees are also outlined in the Fees and Charges document found on our Council website. Alternatively, you can call our Customer Service Team for assistance on 1300 434 434.

Part 4: Late Fee

Where an application is not sought in accordance with (1) above, a late fee in the amount of \$937 may be charged and added to the restoration charges. The late fee shall also apply where an inadequate Road Opening Application has been obtained and the charges are insufficient to cover the restoration costs, as assessed in accordance with the actual field measurements of the opening and /or with Part 5 hereunder.

Part 5: Area Calculated for Restoration Charges

Minimum trench width shall be 0.5 m for sewers. Where the width is more than the minimum specified as above, it shall be measured in steps of 0.1m above the opening size. Special conditions for concrete openings are to be observed as specified in Part 6 hereunder. In any case the actual area restored will be charged. Where this is greater than that covered by the Permit, the extra charge will be payable by the applicant in addition to the late fee as set out under (4) above.

Part 6: Concrete Openings

Under no circumstances a concrete road shall be opened without the express permission of the Restorations Officer, in writing. Longitudinal footpath openings and concrete road pavement openings shall be saw cut along all edges. The depth of saw cut shall be at least 50 mm for footpath and 75mm for road pavement and vehicular crossings. Openings in concrete footpaths shall be charged on the basis of all full slabs impacted to the nearest longitudinal joint. Openings in concrete roads closer than 2m to a longitudinal or transverse joint shall include the restoration of the area between the opening and the joint.

Part 7: Nature Strip Opening

No restoration will be charged on grassed nature strips provided the area is restored to its original state. If unsatisfactory reinstatement occurs, then the appropriate charge will apply.

Part 8: Conditions to be Observed by Applicant

- a. All work is to be in accordance with the current Aus-spec 1151 or 1152 (as amended by Northern Beaches Council), The Specification;
- b. The applicant is to conduct a dial before you dig search and on-site searching to identify the location of all services prior to any excavation work commencing;
- c. All work is to be in accordance with the current AS1742.3 and TfNSW Traffic Control at Worksites;
- d. All excavation work is to comply with the Code of Practice Excavation Work - Safework NSW;
- e. Except under exceptional circumstances, all openings shall be carried out between 7.00 a.m. and 5.00 p.m. At the close of each day's activity, the work site must be left in a safe condition, having due regard to providing temporary access to private properties and public thoroughfare;
- f. No more than half the width of a road pavement shall be opened at any one time;
- g. On main traffic routes Police approval shall be obtained;
- h. If additional inspections are required, the applicant will incur additional fees;
- i. Any Utility Services damaged during the work are to be immediately reported to the relevant Utility Authority;
- j. Should Council receive complaints or be required to rectify an unsafe condition outside normal work hours, the costs involved will be recouped from the applicant;
- k. All excavated materials and surplus backfilling materials shall be removed from the site of the work and the site must be left in a clean condition;
- l. Upon completion of the opening, temporary restoration shall be carried out by the applicant as set out in the specification.

Part 9: General

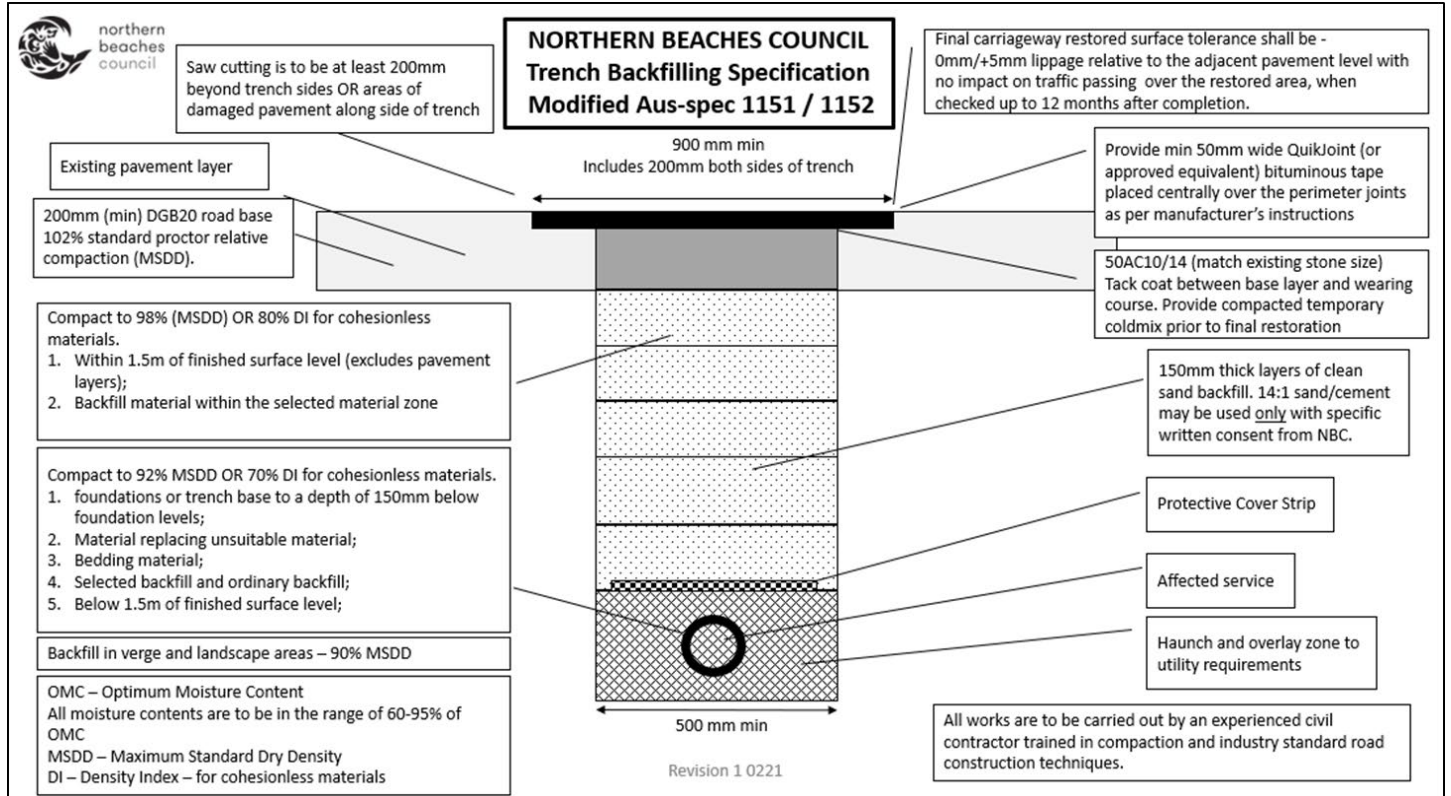
Backfilling and compaction of road openings and trenches shall be carried out in accordance with Council's 'Specification for Trench Construction Within Council Roads' below. All work shall be carried out to the satisfaction of Council's Restorations Officer and the applicant shall be liable for the cost of any extra restoration work, over that paid for, where it is necessary to satisfy the above conditions or restore adjacent failed sections of road subgrade or pavement. A Road Opening Application is also required for any boring work including the payment of application fee prior to the commencement of boring. Where a road or path has not been constructed to its final levels, consideration may be given to permitting the mains or services being laid at depths measured from the existing surface, provided the owner or Utility Authority agrees to meet all costs of adjustments that may be necessary when the road or path is finally constructed, otherwise mains and services shall have the following minimum cover below design levels: Sewerage services 1.0m; Water 0.6m; Other Services 0.45m.

Part 10: Specification for Trench Construction Within Council Roads

All trenches within the roadway, traversing pathways or driveways are to be backfilled to within 250 mm of the road surface with clean sand (not filling sand) as shown in Figure 1; All sand backfilling shall be thoroughly compacted in layers not exceeding 250 mm thickness either by use of a "Wacker" type rammer or vibratory roller (where the width of the trench permits); Sand backfilling, to depths less than 1.5 metres, shall be compacted to 80% Relative Density which is equivalent to a minimum of 10 blows per each 300 mm penetration of a Scala Penetrometer. Over 1.5 metres, the Scala blows are to be a minimum of 8; The top layer of the trench shall comprise of a minimum of 200 mm thick compacted DGB 20 road base and a well compacted surface seal of 50 mm thickness; Compaction of DGB 20 road base shall be to a minimum of 98% modified compaction ratio; Concrete and asphaltic edges of trenches shall be saw cut after completion of the excavation works on an alignment that includes all edge failures that have occurred during the process; The temporary cold mix wearing course (surface seal), shall be maintained in a safe condition by the applicant until the permanent restoration is carried out by the Council (but which shall not exceed a period of 6 months). Should failure occur within the temporary cold mix surface during the maintenance period, the applicant shall be liable for the repairs; The applicant shall ensure that during the backfilling operation, specified materials have been used, and specified layer thicknesses and densities have been achieved; Council reserves the right to levy an additional charge for its testing and inspection should a trench continually fail and becomes necessary to carry out repeated tests; Where a work may be subject to erosion, appropriate erosion and sedimentation controls shall be implemented in accordance with current standards and EPA requirements; Bulkheads shall be drained in accordance with Council standards and all trenches shall be dewatered at regular intervals into Council's pipe stormwater system without contravening to EPA regulations; Build-up of sub-surface water at manholes should be avoided and where possible to redirect sub-surface drainage paths, including those through private property, should be dewatered into Council's stormwater system.

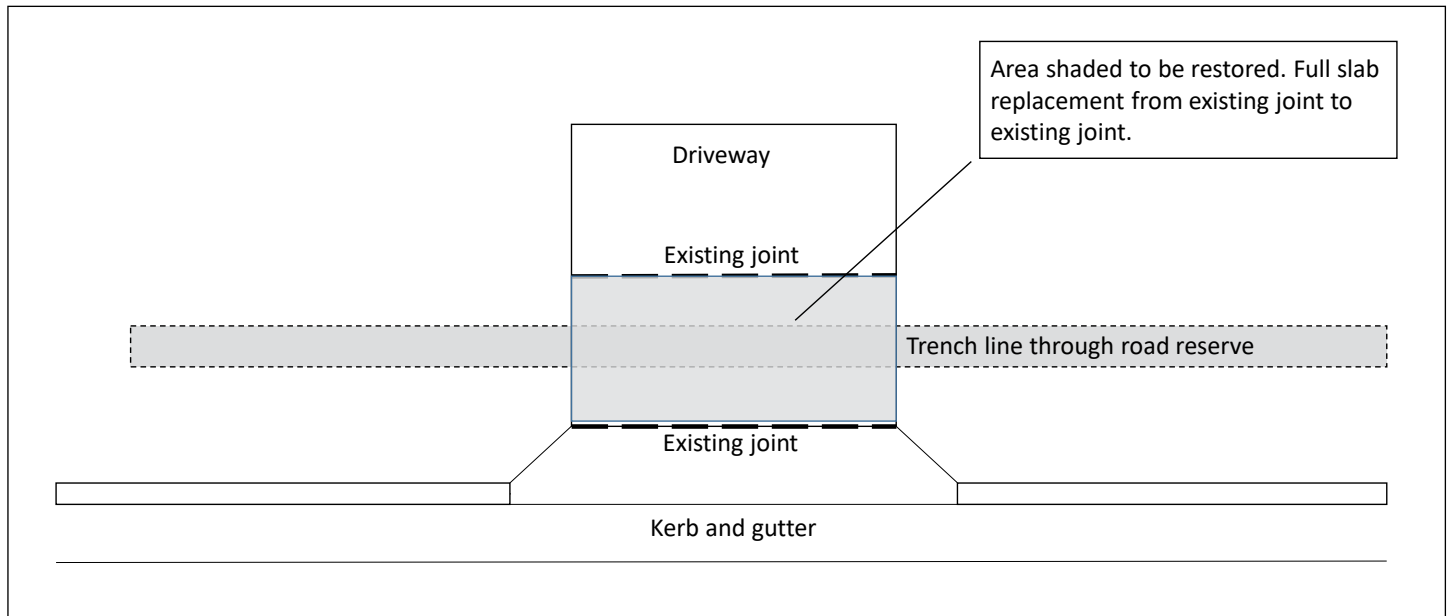
Appendix 1: Roadway Restoration Standard Drawings

Standard Trench Detail



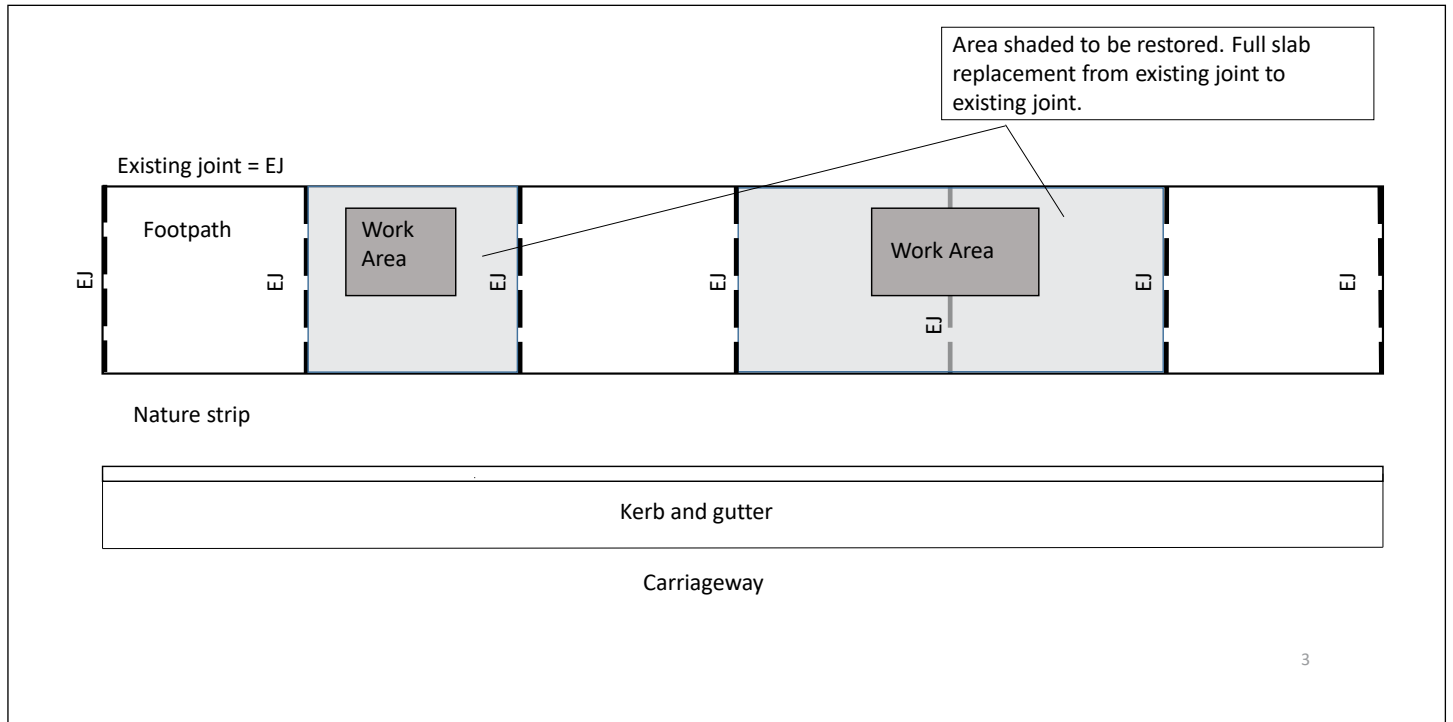
*Defective works may incur additional costs

Standard Drawing 2: Case 1 Driveways



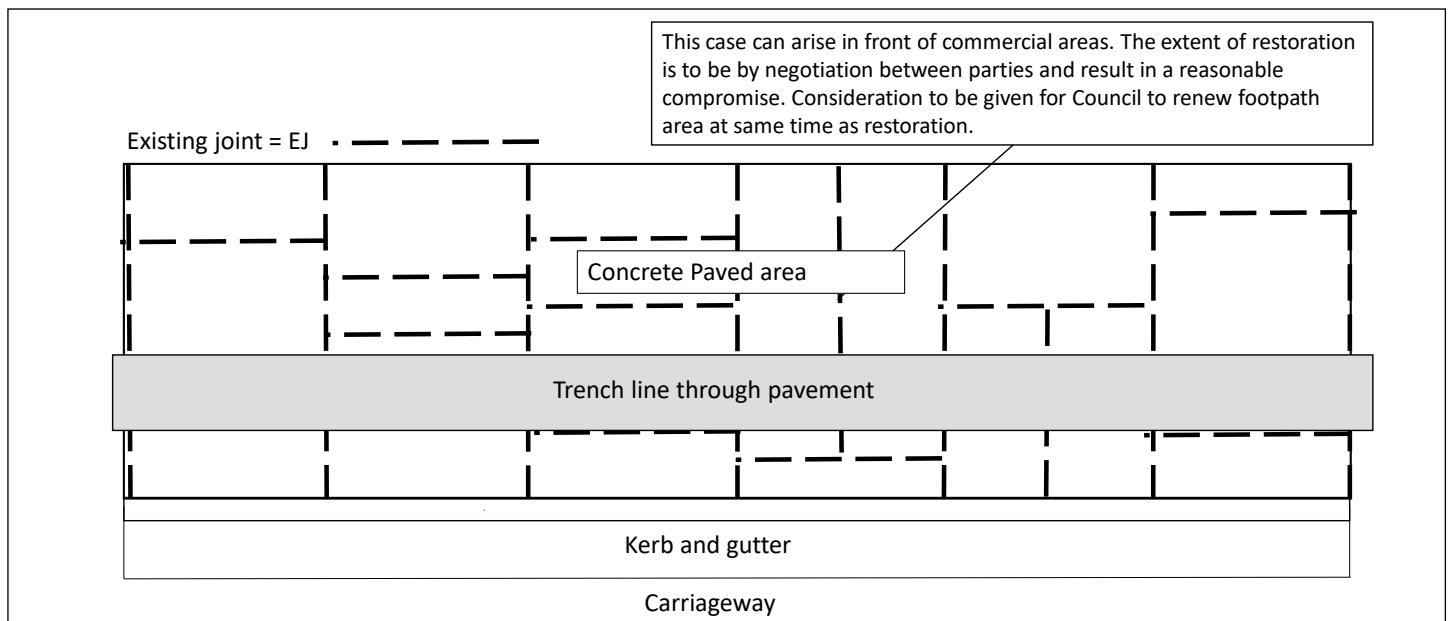
*Defective works may incur additional costs

Standard Drawing 3: Case 2 Footpath



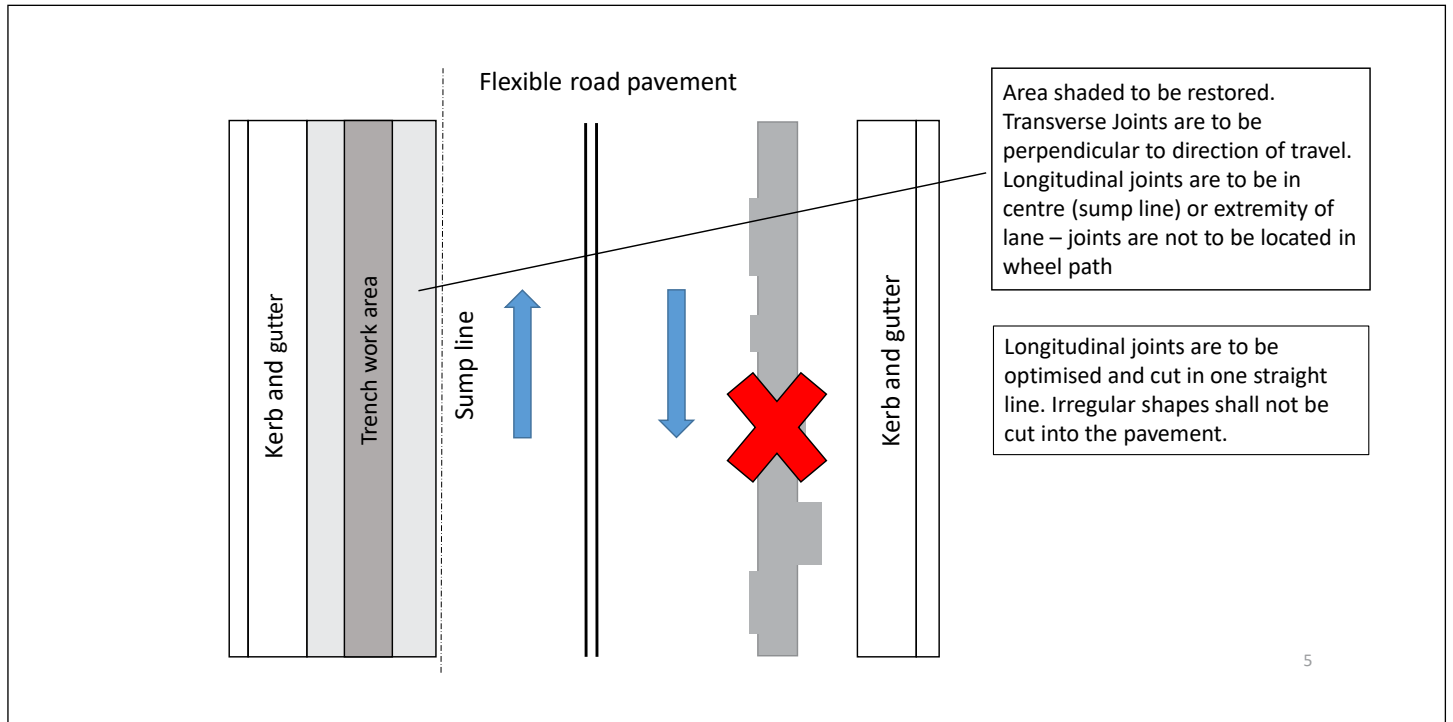
*Defective works may incur additional costs

Standard Drawing 4: Case 3 Complex Jointed Footpath Areas



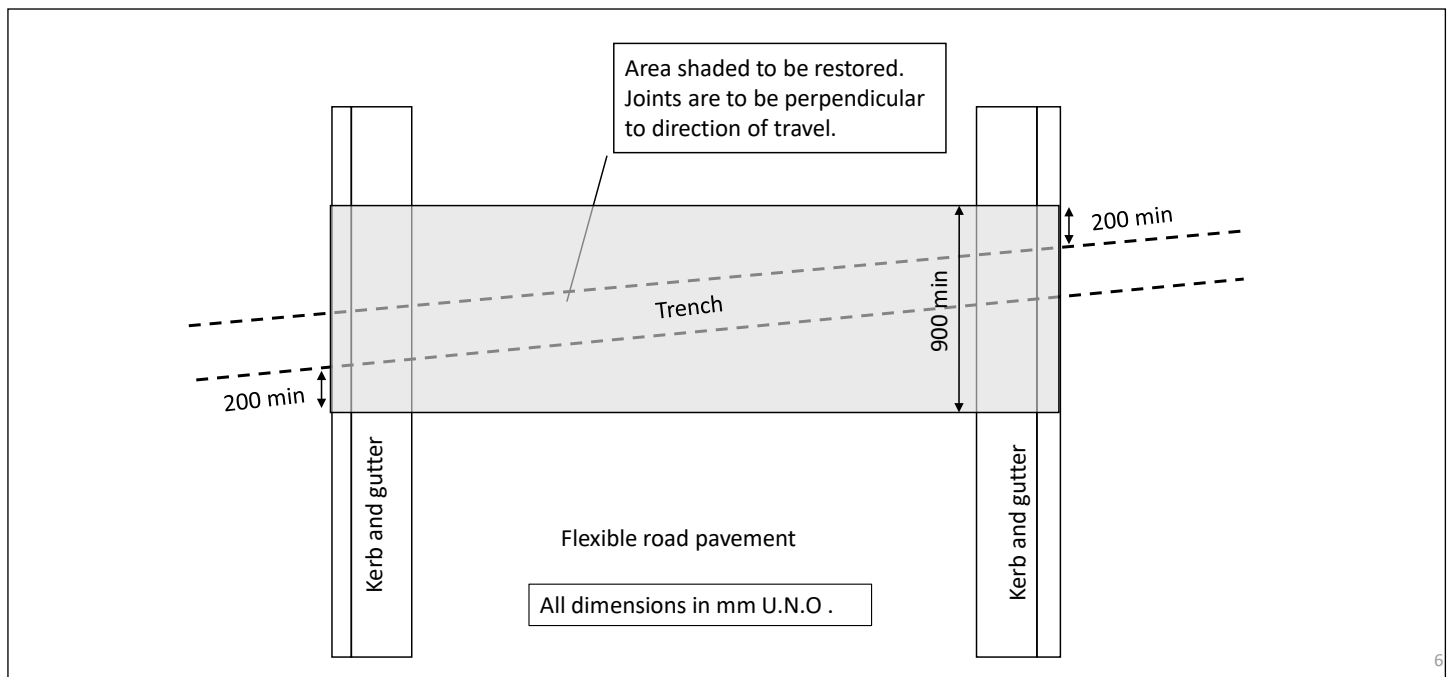
*Defective works may incur additional costs

Standard Drawing 5: Case 4 Longitudinal Trench in Road Pavement



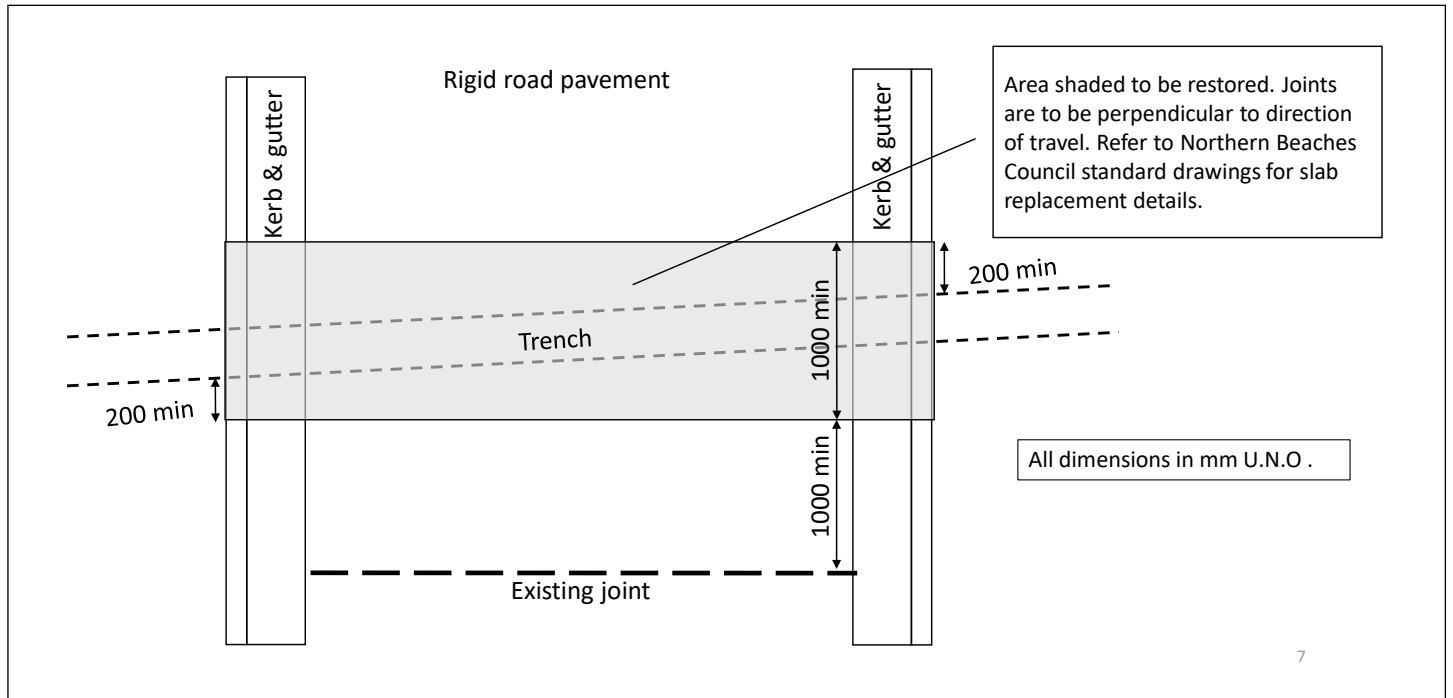
*Defective works may incur additional costs

Standard Drawing 6: Case 5 Diagonal Trench in Flexible Road Pavement



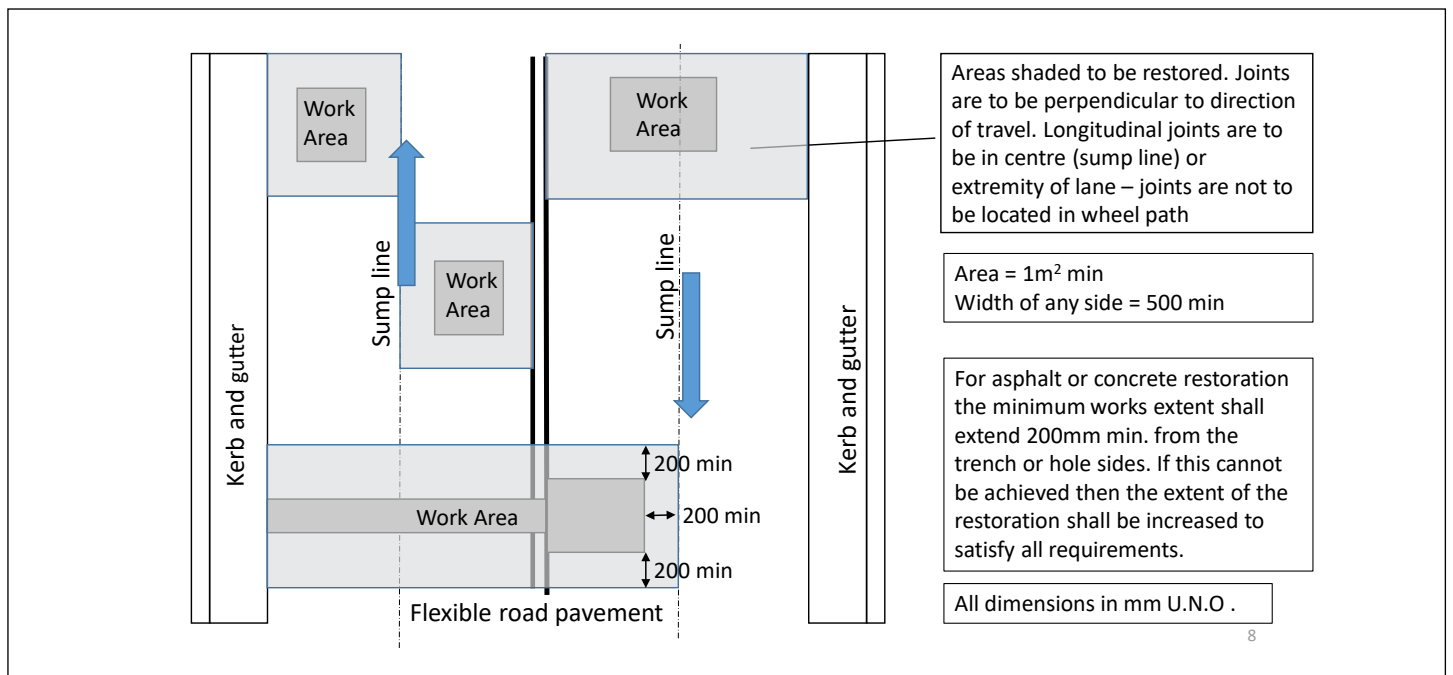
*Defective works may incur additional costs

Standard Drawing 7: Case 6 Diagonal Trench in Rigid Road Pavement



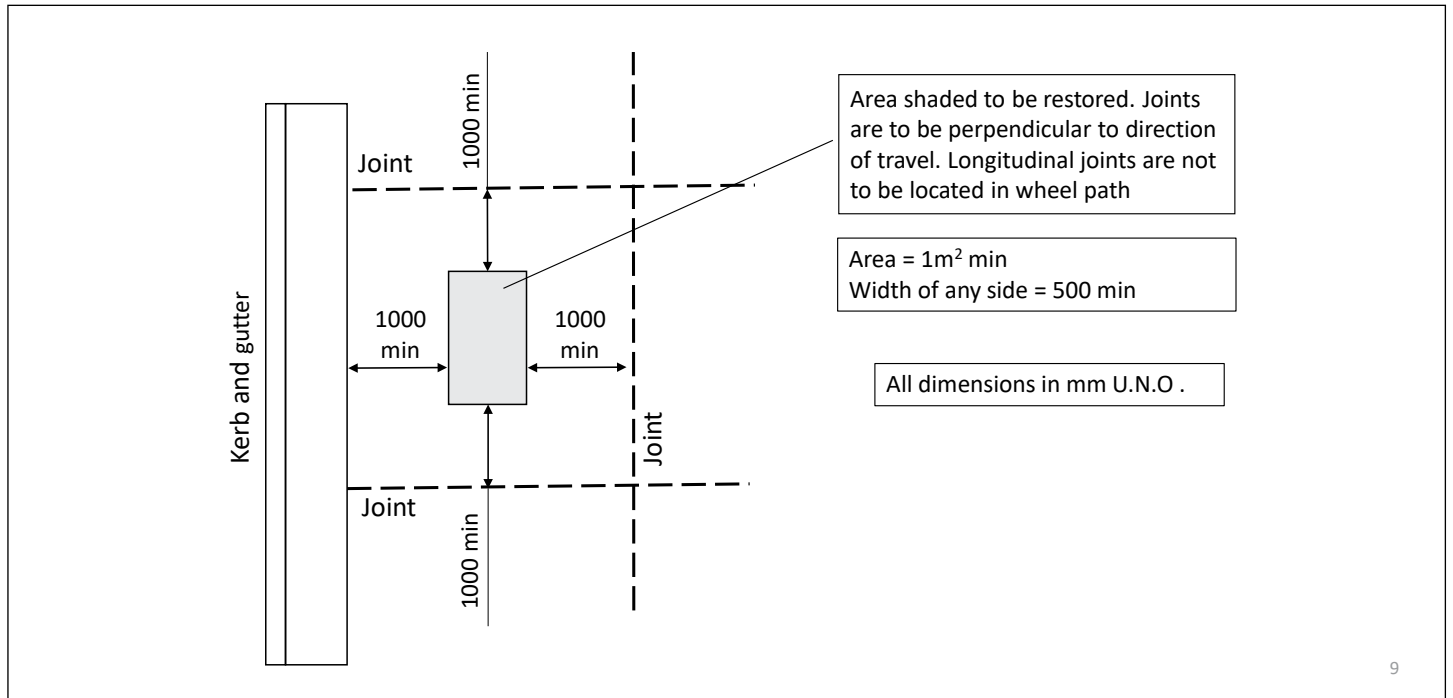
*Defective works may incur additional costs

Standard Drawing 8: Case 7 Trench Part Way in Flexible Road Pavement



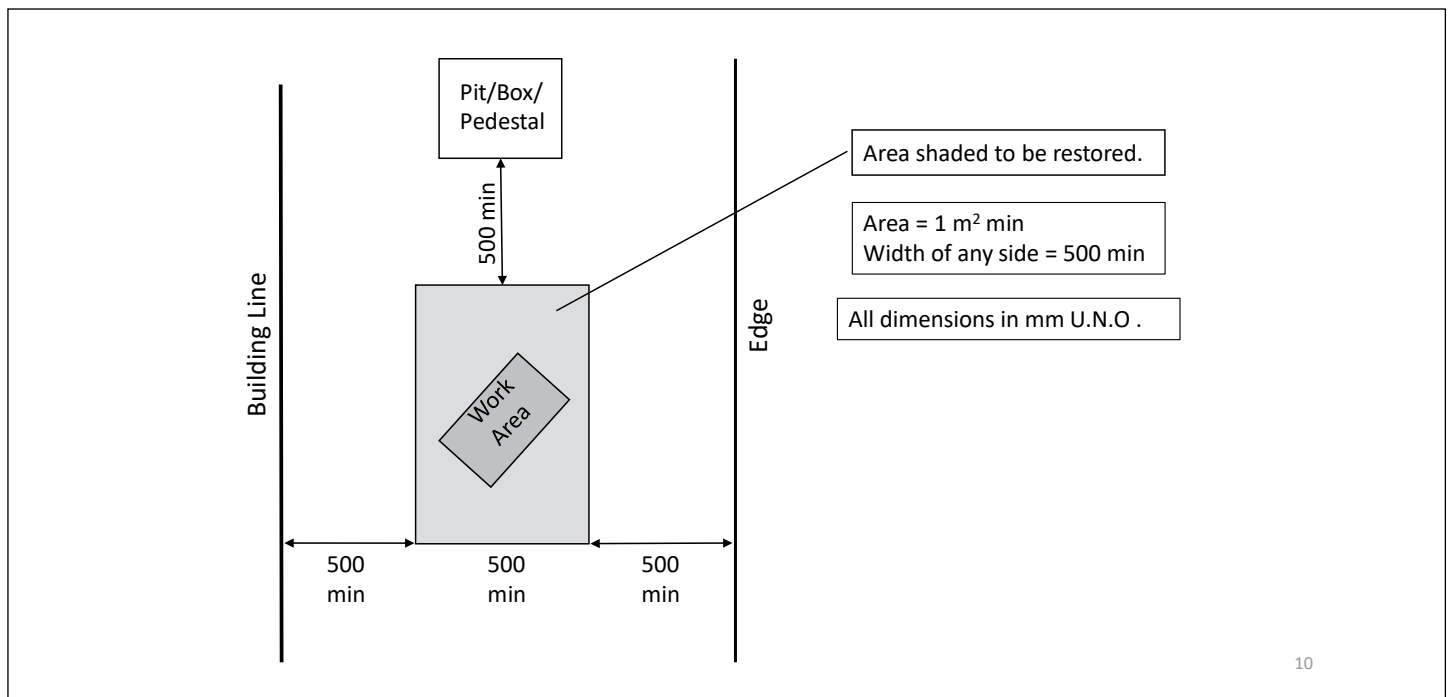
*Defective works may incur additional costs

Standard Drawing 9: Case 8 Trench Part Way in Rigid Road Pavement



*Defective works may incur additional costs

Standard Drawing 10: Case 9 Trench Asphalt Footway



*Defective works may incur additional costs

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ACCORDING TO PROCEDURES**

| Credit Card Details | | | |
|---------------------|----------------------------------|----------------------------|--|
| Please charge my | <input type="radio"/> Mastercard | <input type="radio"/> Visa | <input type="radio"/> American Express |
| Amount | \$ | | |

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| Name as appears on card | | | | | | | | | | | | | | | | |
| Card Number | | | | | | | | | | | | | | | | |
| Expiry Date | | | | | | | | | | | | | | | | |

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| Signature | | | | | | | | | | | | | | | |
| Daytime Phone Number | | | | | | | | | | | | | | | |
| Date | | | | | | | | | | | | | | | |

Please note: Payment card surcharge of 0.5% applies

| Office Use Only | | | | | | | | | | | | | | | | |
|-----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Application No. | | | | | | | | | | | | | | | | |

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