

# Works within a Road Reserve Permit – Works Associated with a Development Permit

Litchfield Council Development and Subdivision Standards

20/07/2017



Period of Works: From..... To.....

Detailed Description of Works: .....  
.....  
.....

Will a road be closed as part of the works? Yes No If yes, dates: From..... To.....

Will trees, signs, structures, or other features be removed or altered as part of the works? Yes No

**The applicant agrees to the attached Conditions of Approval and special conditions on the permit.**

Approved by: ..... Date Issued: ..... Permit Number: .....

Special Conditions: .....  
.....

Date Received: ..... Receipt Number: .....

Council Use Only

## Site Information

Development Permit Number: DP.....

Lot/Section Number..... Hundred of:.....

Property Address: .....

## Applicant's Details

Full Name: ..... Phone/Mobile: .....

Company/Organisation: .....

Postal Address: .....

Email: .....

## Billing Details same as above

Full Name: ..... Phone/Mobile: .....

Company/Organisation Name: ..... ABN: .....

Postal Address: .....

Email: .....

## Documents Required for Submission with this Form:

Detailed Drawings of Disturbances to Road Reserve  
For-Construction Drawings for the Proposed Works  
Traffic Management Plan/Traffic Control Guidance Plan  
Detailed construction schedule

Copy of the Site Supervisor's White Card  
Public Liability Insurance Certificate  
Worker's Compensation Insurance Certificate  
Proof of Public Consultation (if required by and agreed upon with Council during detailed design)

## Works within a Road Reserve Permit – Works Associated with a Development Permit

### Application Requirements

- The Permit Holder shall be the party responsible for the overall control of the development or subdivision.
- It is the responsibility of the proposed Permit Holder to provide a minimum notice to Council of 5 working days to enable appropriate assessment of the Works within a Road Reserve Permit application.
- The permit must clearly state the scope of works to be undertaken and must illustrate those works on dimensioned plans that detail the location of the works, depths, and offsets in respect to the roads, drains, and property lines. The application must include the approved for-construction drawings for the works that are the purpose of granting the permit (including, but not limited to: site plan, bulk earthworks plan, demolition and vegetation removal plan), regardless of previous approval by Council.
- Traffic Management Plans and Traffic Control Guidance Plans shall be submitted with the Works within a Road Reserve Permit for all requested works. These plans shall comply with AS 1742.3 and shall be issued by a person with Level 1 Work Zone Traffic Management Accreditation. These plans shall clearly document any changing nature or location of the works throughout the permit period.
- A detailed construction schedule for each portion of works is required. The Permit Holder shall keep Council updated of any changes to the schedule throughout the works.
- Liability insurance for an amount not less than \$10,000,000, and Worker's Compensation Insurance, in the name of the Permit Holder shall be provided with the Works within a Road Reserve Permit Application.
- If public consultation was required by Council during the design stage, documentation confirming the successful completion of this consultation shall be submitted.

### Permit Conditions

- The Permit Holder assumes all responsibility for knowledge of and adherence to Litchfield Council's Development and Subdivision Standards and all other Council requirements.
- The issue of the Works Permit is subject to these standard conditions of approval and any other special terms and conditions associated with works deemed to be necessary and stated by Council.
- The Permit Holder accepts complete responsibility for determining the location of all services, structures, and equipment under the responsibility of other service authorities in the vicinity of the works described and to take all steps necessary to protect any services, structures, and equipment (Dial Before You Dig 1100).
- Should the Permit Holder seek to install or relocate services, Council will require the For-Construction drawings to be approved by the relevant authority (e.g. Power and Water Corporation) prior to the commencement of any works. The approval must contain the stamp, name, signature, and contact number of the person providing the approval.
- The Permit Holder and all contractors must observe all necessary safety precautions and requirements relating to the use of signs, barriers, hoardings, and warning devices for works in progress as currently specified by the Standards Association of Australia, NT Worksafe, and as directed by Council.
- All individuals setting up and operating traffic control shall have Level 2 & 3 Work Zone Traffic Management Accreditation.
- The Permit Holder shall maintain any works in a condition suitable for the safe and comfortable passage of vehicles and pedestrians at all times until the works are fully reinstated by the Permit Holder.
- The Permit Holder is responsible for all damages within the road reserve incurred as part of undertaking the works within the road reserve, whether to Council infrastructure or that of other service agencies/authorities. All reinstatement works shall be undertaken by the Permit Holder, at no cost to Council. Council shall at all times be indemnified against claims of all types as a result of actions by the Permit Holder.
- Unless detailed in the approved for-construction drawings, no trees or vegetation are to be permanently removed without the express permission of Council. No other trees or shrubs in the road reserve or on adjacent private land outside of the development or subdivision site are to be damaged in any way.
- The approved period of works for the permit may be amended by the Permit Holder, with Council approval, upon submission of appropriate extenuating circumstances (i.e. weather-related delays).
- The permit may be suspended or revoked by Council, with a requirement for immediate cessation of works, if:
  - a. weather conditions do not permit trafficable vehicular or pedestrian use within any given area and/or
  - b. the applicant fails to adhere to any conditions of the permit.