

Works Permit

Litchfield Council Development and Subdivision Standards

01/12/2018

**LITCHFIELD
COUNCIL**



Community effort is essential

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

Documents Required for Submission:

- | | |
|---|---|
| <input type="checkbox"/> Detailed Construction Schedule | <input type="checkbox"/> Copy of the Site Supervisor's White Card |
| <input type="checkbox"/> Traffic Management Plan/Traffic Control Guidance Plan | <input type="checkbox"/> Public Liability Insurance Certificate |
| <input type="checkbox"/> For-Construction Drawings [Council Approved Drawings or Site Plan and Council's Standard Drawing(s)] | <input type="checkbox"/> Proof of Public Consultation Undertaken (if required by and agreed upon with Council during detailed design stage) |
| <input type="checkbox"/> Detailed Drawings of Disturbances to Road Reserve | |

Site Information

Works for Development Permit Number: DP...../..... Essential Services Works (ex. Power)

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

Property Address:

Applicant's Details

Full Name:Phone/Mobile:

Company/Organisation:

Postal Address:

Email:

Billing Details (Individual Responsible for Payment of Fees) same as above

Full Name:Phone/Mobile:

I..... (Name of Applicant) have read and agree to undertake and abide by the Permit Conditions and any special conditions placed on the permit.

Note: The Application is not valid unless the applicant has ticked the box indicating acceptance of Conditions.

Council's Fees and Charges set the fees for this permit and any required inspections. Hold points for required inspections are detailed in Litchfield Council's Development and Subdivision Standards. Payment for this application is required at submission. Payment for inspections will be taken at completion of the works, prior to Council clearance.

Approved by: Date Issued: Permit Number:

Special Conditions:

Date Received: Receipt Number:

Council Use Only

Works within a Road Reserve Permit

Application Requirements

- The Applicant shall be the party responsible for the overall control of the works being undertaken and will become the Permit Holder upon permit approval.
- It is the responsibility of the Applicant 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 application 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, including culvert size, if applicable. The application must include the approved for-construction drawings for the works proposed to be undertaken under 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/or Traffic Control Guidance Plans shall be submitted with the application 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 in the name of the Applicant, for an amount not less than \$10,000,000, shall be provided with the 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 issue of the permit is subject to these standard permit conditions, and any other special conditions placed on the permit and associated with the works, deemed necessary by Council.
- 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 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 be Level 2 & 3 Work Zone Traffic Management accredited. The approved Traffic Management Plans and/or Traffic Control Guidance Plans shall be in place at all times throughout the duration of the works. The Permit Holder shall maintain all works in a condition suitable for the safe and comfortable passage of vehicles and pedestrians at all times until the works are fully reinstated.
- The Permit Holder is responsible for all damages within the road reserve incurred as part of undertaking the works, whether to Council infrastructure or that of other service agencies/authorities. Required reinstatement works shall be determined by Council prior to approval of completed works and 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 site of works 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). Should the permit expire prior to completion of works, a new application and permit, including payment, will be required.
- 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;
 - b. the applicant fails to adhere to any conditions of the permit; and/or
 - c. Council provides instructions to cease works for any reason.

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