



ROAD OPENING PERMIT FORM

Name

Address

Phone.....Mobile.....

The above named, subject to the payment of a required fee and subject to the **CONDITIONS** attached, is hereby permitted to:

Make an opening in **OR** Bore under the pavement (please specify).....

Address of Works.....

Nature of Work :-

SPECIAL CONDITIONS, if any

Date works are to carried out From:-..... To:-

NATURE OF OPENING

Street or Road

Footpath

EARTH ___m² CONCRETE ___m²

LIMESTONE / SANDSTONE ___m² LIMESTONE / SANDSTONE ___m²

BITUMEN ___m² BITUMEN ___m²

Kerb and Channel EARTH ___m²

UNMADE ___m

MADE ___m

PERMIT FEE \$20 OPENING FEE _____ TOTAL _____

PAID DATE _____ REC No. _____ APPROVED _____

G Ledger: T555/119/1300 (excl of GST)

G:Technical Services Dep/Operations/Road Opening Permits/form.doc



1. Obligation to Insure:

The Hirer/User/Permit Holder shall at all times during the agreed Term, be the holder of a current Public Liability Policy of insurance (“The Public Liability Policy”) in respect of the activities specified herein in the name of the hirer/user/permit holder providing coverage for a minimum sum of \$10 Million (or more). The Public Liability Policy shall be effected with an insurer approved by the Council.

The Public Liability Policy shall cover such risks and be subject only to such conditions and exclusions as are approved by the Council and shall extend to cover the Council in respect to claims for personal injury or property damage arising out of the negligence of the Hirer/User/Permit Holder.

2. Council Indemnity:

The Hirer/User/Permit Holder agrees to indemnify and to keep indemnified, the Council, its servants and agents, and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them, or any of them, in connection with the Hirers/Users/Permit Holders performance or purported performance of its obligations under this Agreement/Permit and be directly related to the negligent acts, errors or omission of the Hirer/User/Permit Holder.

The Hirers/Users/Permit Holders liability to indemnify the Council shall be reduced proportionally to the extent that any act or omission of the Council, its servants or agents, contributed to the loss or liability.

3. The holder of this permit shall notify and ascertain from all relevant services' authorities the location of services which may be affected by the proposed works which are the subject of this permit.
4. The whole of the work shall be undertaken to the approval of the municipality, during daylight between the hours of 7.30 am and 4.30 pm. If the carriageway of the road is involved in the application it shall at all times be kept open for traffic, and the necessary precautions including the display of appropriate warning signs barriers and lights shall be taken, in accordance with AS1742.3 Traffic Control Devices for Works on Roads. Records are to be kept on sign layouts. Where traffic is restricted to one lane a flagman must be provided. All works shall be safe and secured at all times whether the holder of the permit, agent, contractor or employer are in attendance or not, until the reinstatement works have been satisfactorily completed in accordance with the permit conditions.
5. The holder of this permit shall ensure that works shall be undertaken by a skilled tradesperson, and the person actually carrying out the work defined by this permit shall produce the permit on demand for inspection by an officer or employee of the Council, or by anyone authorized by it, or by any member of the Victoria Police Force who may wish to examine it.
6. No part of any new pipe conduit or service installation shall be within 300mm of the base of the existing pavement, and shall be a minimum of 450mm below any surface level, and shall be in accordance with the depths specified by the Responsible Officer. The installation shall be laid to an even grade and depth below natural surface as determined by the Municipality. Any connections of drainage pipes with existing concrete kerbs are to be made good by the contractor to the standard approved by the municipality.
7. Constructed roadway with sealed surfaces shall be bored. Any excavation within the road formation (including traffic lanes and shoulders) shall be reinstated as follows. The trench shall be backfilled to the surface by placing crushed rock class 3 in layers of not more 100mm depth. Each layer shall be compacted with appropriate mechanical equipment with the application as necessary of water to achieve optimum compaction.
8. Any excavation within the nature strip shall be backfilled as follows. Prior to excavation, top soil is to be excavated and set aside for top dressing after backfill. Backfill to the surface with select fill which may include excavated material provided clumps are less than 100mm in any dimension and do not contain rock, are placed in 100mm layers and compacted as per No. 6 above. The trench shall be top dressed with appropriate top soil. No spoil is to be left on the nature strip and any screenings or other materials must be gathered up and removed.
9. Excavations involving kerb and channel and footpath shall be reinstated as follows. Appropriate reinstatement shall be undertaken as listed in Condition 6 & 7 above with the addition that the entire footpath bays or sections of kerb and channel shall be replaced wherever opened between existing construction joints.
10. Bituminous and concrete surface reinstatement will be undertaken by council, the cost of which is included in the permit fee.

11. The area shall be cleared of all surplus material by the permit holder and left in a neat and tidy condition.
12. The work shall be completed within 30 days of the issue of the permit unless an extension is granted to that time.
13. Where emergency works are required to be attended to after hours, which would otherwise require the issuing of a road opening permit, the contractor responsible shall make application for such permit and pay the required fees on the next day on which the municipal office/s are open.
14. The municipality may undertake rectification works should the condition of this permit not be complied with, and the applicant agrees to pay any charges which may arise from this work.
15. It is agreed that the nominated Council officer or any other appropriate authorized officer shall be the sole arbiter as to the satisfactory compliance with the road opening permit conditions.



ROAD OPENING PERMIT FEES

Rates as at September, 2010

GST does not apply to Road Opening Permit.

Permit must be paid in full before works can commence.

Permit Fee.	\$30
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Road Opening Reinstatement Fee based on per square metre.

Bitumen	\$160
Concrete	\$160
Limestone/Sandstone/Earth	\$40