

# Application for a Temporary Structure or Occupation of Road Reserve 2018/2019



Submit application via  
 email [council@lakemac.nsw.gov.au](mailto:council@lakemac.nsw.gov.au)  
 or mail to Box 1906, Hunter Region Mail Centre 2310

**AM REF** \_\_\_\_\_

To be completed where a hoarding, scaffolding, facade retention, shoring, site sheds, ground anchors, skip bins, clothing bin, crane lift or other temporary structure is placed on Council's road reserve under Section 138 of the *Roads Act 1993*.

<b>Applicant:</b>		
<b>Postal address:</b>		
<b>On-site contact person:</b>		
<b>Phone number/s:</b>	Phone:	Mobile:
<b>Email:</b>		

## Location of proposed temporary structure or works on road or footway

<b>Street address:</b>		
		<b>DA (if applicable)</b>

## Type of works (Please tick boxes where applicable)

Please refer to Council's Fees and Charges at [lakemac.com.au](http://lakemac.com.au)


- New Works     
  Amendment to an existing proposal     
  Extension of Approval

Tick	Ref #	Type of works	Duration (Number of weeks)	Extent
<input type="checkbox"/>	879,880, 881	Type A Scaffolding: Site fencing or panel hoarding		Length _____ Width _____
<input type="checkbox"/>	879,880, 882	Type B Scaffolding: Overhead protective structure		Length: _____ Width _____
<input type="checkbox"/>	886,888	Temporary ground anchors		Number _____ Area m <sup>2</sup> _____
<input type="checkbox"/>		Permanent ground anchors (Lease agreement)		Number _____ Area m <sup>2</sup> _____
<input type="checkbox"/>	879,880,881	Site shed/storage of materials on public land		Length _____ Width _____
<input type="checkbox"/>	883,884	Skip bins , containers		Length: _____ Width _____
<input type="checkbox"/>	879	Occupation of footpath (i.e. crane or platform )		Length _____ Width _____
<input type="checkbox"/>	Other works	_____		Length _____ Width _____

**Total duration of all works**

Anticipated	Start date:	
	End date:	
	Number of weeks:	

**Drawings or plans (Required)**

	<p><b>You must include a drawing or plan showing the location, type, and length of work proposed.</b></p> <p>If the work involves overhead protective structures or ground anchors, you must provide a structural engineer's certificate endorsing the drawings and engineering details supplied.</p> <p>Drawings must comply with relevant current codes of practice of the NSW Work Cover Authority, relevant clauses of Building Code Of Australia and Australian Standards</p> <p>(Include sketch or plans)</p>
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### Encroachment onto road pavement (Tick boxes where applicable)

<input type="checkbox"/>	Where you are proposing that structure is to be erected on or above the pavement area, your application must include traffic control measures in accordance with AS1742 (RMS - <i>Traffic Control at work sites 2010</i> ) for the protection of motorists and pedestrians for the duration of the work.
<input type="checkbox"/>	Where the site is located on or adjacent to a State Road, the applicant must contact the Roads and Maritime Authority (RMS) for assessment and comment.

### Other requirements (Tick boxes where applicable)

<input type="checkbox"/>	If the proposed works are associated with a development application (DA), they must comply with DA consent conditions and approved plans.
<input type="checkbox"/>	Gain approval from the providers of affected services (e.g. Telstra, gas, power etc ).
<input type="checkbox"/>	Details of any street trees that will be affected by the proposed works.

### Insurance details

You must have Public Liability Insurance cover to a minimum of \$20 million.

Insurance company:	
Policy number:	
Expiry date:	
	<b>Please attach a copy of the contractor's liability insurance.</b>

## Indemnity

You, the applicant, indemnify Council from and against all actions, claims, costs, losses, expenses and damages (includes cost of defending or settling any action or claim) in respect of:

- loss of, loss of use, or damage to property of Council; or
- personal injury (including death) or illness to any person or loss of use of, or damage to any property resulting from, or by reason of, anything done or omitted to be done by you arising out of your activities undertaken at or on Council's land.

Your liability to indemnify Council is reduced proportionally to the extent that a negligent act or omission of Council or its employees has contributed to the injury, damage, or loss.

## Declaration

**I/We, upon signing of this application agree to:**

1. undertake regular inspections of the work and to immediately arrange for any maintenance or repairs;
2. repair, or meet the full cost for Council to repair, any damage caused by, or associated with, the works; and
3. Council's right, if justified, to direct repairs to or the removal of the works.

<b>Applicant name:</b>	_____
<b>Signature:</b>	_____ <b>Date:</b> _____

**Do not send any fees. This will be determined by council upon receipt of application.**

<b>Council use</b>	<b>App. Trim No.:</b> _____	<b>Permit Trim No.:</b> _____
<b>Work completed</b>	<b>Name:</b> _____	<b>Date:</b> _____

**Extract from fees and charges 2018 /19**

Ref No	Name	fee (no GST applicable)
879	Application fee for the temporary occupation of footways, roadways ,type A or B hoarding within the road reserve	\$ 114.40
880	Monthly inspection fee for the temporary occupation of footways, roadways ,type A or B hoarding within the road reserve - base fee	\$ 143.00
881	Monthly fee for the occupation of the occupation of footpath, erection of Type A hoardings or security fences on footways, roadways or public reserves – Charge per lineal metre (note Base Fee will also apply)	\$ 21.20
882	Monthly fee for the occupation of the occupation of footpath, erection of Type B hoardings or security fences on footways, roadways or public reserves – Charge per lineal metre (note Base Fee will also apply)	\$ 61.20
883	Registration and permit fee for the placement of waste bins or storage containers on Council roads or reserves	\$ 114.40
884	Monthly fee for the placement of registered waste bins or storage containers on Council roads or reserves	\$ 26.30
885	Permit to install temporary ground anchors –(Administration and assessment )	\$ 508.40