

Road & Verge Authorisation Form SECTION 221

PO Box 1, Campbelltown SA 5074
172 Montacute Road, Rostrevor, SA 5073

Telephone: (08) 8366 9222
Fax: (08) 8337 3818

Email: mail@campbelltown.sa.gov.au
www.campbelltown.sa.gov.au

Application for PERMIT to undertake works that impact on Council infrastructure, Council streets or roads or Council controlled land under the Local Government Act, 1999

Development Application Number: 170 / / (if applicable)

Suppressed Name ID:

Please ensure that:

- ☐ Scale plan is included
- ☐ A copy of public liability insurance cover is included (minimum of \$10 million) except for minor verge development
- ☐ property owner signs the form on page 2

PLEASE NOTE: THIS APPLICATION CANNOT BE ASSESSED UNLESS THE ABOVE INFORMATION HAS BEEN SUPPLIED

Please complete:

I/we

.....
(Name/s of Property Owner)

of
(Address of Property Owner)

Phone: Fax No.

E-mail address for return of approved permit

hereby apply Pursuant to Section 221 of the Local Government Act 1999 for a Permit to undertake works that impact on Council infrastructure, Council streets or roads, with such works benefiting the property located at:

- ☐ As Above; or Please state all relevant address details:

Street No: Lot No :

Road/Street Name:

Suburb:

Intended commencement date of works

Intended completion date of works

This application form must be submitted a minimum of 10 working days prior to works commencing and the permit approval shall last for a year from the intended commencement date of works.

The proposed works in relation to this application are indicated below

(Please tick whichever is applicable) and I have enclosed a sketch or plan of these proposed works:

- ☐ Construction of concrete invert/kerb
- ☐ Construction of driveway/crossover
- ☐ Installation of private underground electrical service within Council land
- ☐ Installation of stormwater pipe
- ☐ Erect or relocate a structure (including post box, sign, fixture) within Council land
- ☐ Plant or remove a tree or vegetation from the road verge
- ☐ Minor Verge Development (planting on verge with approved plants or shrub) in area between boundary & kerb)
- ☐ Other (please specify)

Note: The Act provides that a road extends from property boundary to property boundary and includes the roadway, footpaths and verges.

Details and Specifications for the Proposed Work are:

.....

.....

.....

.....

.....

.....

.....

Sketch Plan:

*Please show the location of existing infrastructure such as footpath, street fixture (signs), drainage pits etc.
Also provide distance from the infrastructure to the proposed works.*

Is the Proposed Alteration: *(Tick whichever is applicable)*

☐ Permanent

☐ Temporary – Indicate period

These works will be undertaken by: ☐ Permit Holder ☐ Contractor

Contractor/Electrician Details (leave this blank if the work is to be carried out by the permit holder)

Name:

Email:

Phone: Fax No.

I, the Property Owner acknowledge that I have read and understand the Permit conditions and as the Permit Holder agree to abide by the general Conditions, Provisions and Special Conditions of this Permit and shall ensure that all works will be undertaken in accordance with this Permit.

Signed by Property Owner

Date:

OFFICE USE ONLY:

The issuing of this Permit is subject to:

The Applicant further agrees:

- a) Driveway stormwater to be disposed to the street watertable (kerb & gutter) where appropriate
- b) Any crossovers, inverts or paving which become redundant due to the new work are to be reinstated to Council's satisfaction at the Permit Holders expense, if required by Council
- c) Heavy duty crossovers are required to all driveways other than residential properties
- d) A plan drawn to an appropriate scale is required. This plan must show precise locations, including measurements of any existing and proposed crossovers, drains, electrical or water connections etc. with locations of any Stobie Poles, trees or other infrastructure. It must also show the locations of any relevant parts of buildings on the land
- e) The ongoing maintenance (including damage and general wear and tear) of all items covered by this Permit is the responsibility of the Permit Holder
- f) Trees or vegetation on Council land must not be removed to enable proposed works to proceed, unless Council approval is granted and costs are paid for by applicant, prior to works being undertaken
- g) Infrastructure must be reinstated to Council's satisfaction
- h) This permit must be approved in writing by Council, prior to any work proceeding. All work is to be approved by Council and notice must be given to the appropriate Council officer, before the commencement of the approved work
- i) To ensure the verge development does not cause interference to or cause loss of view to pedestrian movement across the verge area and for Motorists entering streets from private property or adjoining streets and intersections
- j) If the condition of the verge development is altered in any other way than the approved development, Council must be notified immediately
- k) For a verge development to accept full responsibility for the maintenance of the verge. In the event the verge is not maintained to the satisfaction of the Council, to pay for all costs associated with the verge removal.
- h) This permit must be approved in writing by Council, prior any work proceeding. All work is to be approved by Council and a week notice must be given to the appropriate Council officer, before the commencement of the approved work.

VERGE DEVELOPMENT GUIDELINES

1. GENERAL

Many property owners prefer to manage the Council owned area in front of their residences to a different standard than the service level provided by Council to enhance the visual appeal of the property. The strip of Council owned land between the kerb and the property boundary is known as the 'VERGE'. Verge developments permitted are approved according to these guidelines, to ensure public safety.

Where property owners choose not to or are unable to maintain the verge adjacent to their property, Council will service this area to the following standards;

- Council will ensure the verge surface is even and free of potholes and depressions or mounds that may present a trip hazard to pedestrians
- Council will treat any verges where proclaimed pest plants have been identified
- Spraying as required.

Council will not subsidise or assist with the development of verges in any other form or manner. Any developed verge by a resident must be fully maintained by the resident and any plantings should be kept in reasonable health and not over grown with weeds.

Council relies on the goodwill of the resident to maintain the verge. If the home owner does not maintain the verge of long grass, when the height is over 300mm, Council will apply a treatment necessary to ensure pedestrian safety. In the first instance this will mean spraying of the tall grass.

Service Authorities have access and rights over this portion of the road reserve. The verge area may be occupied (above or below the ground) by the following;

- Electricity underground/overhead wiring, pits and poles
- Telecommunications wiring, pits and poles
- Gas mains
- Water mains and connections
- Sewer mains and connections
- City of Campbelltown stormwater drainage systems (including the concrete kerbing)
- City of Campbelltown footpath
- City of Campbelltown street furniture, signage, bus shelters and street trees.

2. DEVELOPMENT

The Local Government Act 1999 requires that all private development of the verge has Council approval. Property owners may develop their verge areas, provided the type or form of development maintains the following;

- Pedestrian access along the verge area in preference to walking on the roadway, regardless of whether a footpath has been constructed or not
- Traffic sight line distances
- Service Authority and Council access for installation of new services and maintaining services
- Provision is made for Council Street Tree/s as per the Council's street tree planting program
- Where a property owner develops the verge, the responsibility for ongoing maintenance rests with the property owner. The development may be removed by Council where adequate maintenance is not carried out.

3. VERGE TREATMENT OPTIONS

The following verge treatments are permitted and are suitable for safe pedestrian access;

- Mulch beds (other than trafficable surfaces)
- Rubble path (compacted)
- Low plants (maximum 500mm height)
- Paved footpath (1.5m wide to be constructed to Council's standards and manufacturers specifications at residents cost)
- Turf (irrigated and unirrigated)

4. PLANTING

Planting with flora that is drought tolerant and suited to hot, dry summers is preferred and is to be maintained to a maximum height of 500mm or not obstructing corner sight distance, with the exception of Council managed street trees. All planting must accommodate existing street trees and consider the needs and conditions of Council and various Service Authorities as well as the requirement to ensure clear pedestrian access along the verge area. If no street trees are present, provision must be made for the future planting of trees on all property frontages.

5. SOLID CONSTRUCTION

Public safety is Council's highest priority and therefore Council does not permit structures such as fences and walls within the verge area.

6. IRRIGATION SYSTEMS

Property owners may install below-ground irrigation systems (including pop-up sprinklers, below ground drippers and 'leaky-pipe' systems) provided the property owner accepts all responsibility for all on going repairs and maintenance.

7. REINSTATEMENT

When any development of a verge is altered or removed by the activity of a Service Authority, reinstatement will be subject to negotiation between the property owner and that Service Authority. Where a Council activity or operation alters or removes a conforming verge development, Council will endeavour to restore the verge to a reasonable standard.

8. TRAFFICABLE AREA AND PAVED FOOTPATH CONSTRUCTION

An area (nominal width of 1.5 metres) to serve as a pedestrian refuge is to be left clear for general pedestrian access, this area should be levelled grass or lawn, a compacted rubble surface or sealed by paving. Any development of a verge without an existing concrete or block paver footpath must allow for the possible future construction of a footpath by Council.

Where a property owner desires as part of a verge development to construct a paved footpath (where no paved footpath exists on adjoining verges) its location within the verge and the materials used for its construction shall be parallel to the road pavement at an even spacing from its edge, and of a consistent width, with variations only to avoid objects including trees, major telecommunication pits and electricity poles and shall be to Council specification. Construction shall be at the property owner's cost and shall be maintained by the property owner, in a safe and trafficable condition at all times.

The recommended pavers shall be the "Best Lock 60 Claret" paver on side roads and the "Best Paver 60 Claret" rectangular paver on main roads. Pavers must be laid flat and levels must match connecting infrastructure and pits, e.g Telstra Service Pits. Service pits must be brought up to height if required at resident cost. Council will inspect service pit integration and will on charge residents if required.

10. REMOVAL OR MODIFICATION OF EXISTING DEVELOPMENT

Where any verge has been developed (either before the adoption of these guidelines or following its adoption) in a manner contrary to these guidelines and Council considers that the verge development could cause or is causing a hazard or obstruction to the public or Service Authority, then Council shall require the development to be removed or modified to Council's satisfaction. Any such removal or modification shall be at cost to the property owner except where Council deems otherwise.

Conditions and Provisions for work that will impact on Council owned Streets, Roads or Council owned Infrastructure or Council Controlled Land

1. DRAINPIPE ACROSS VERGE

To carry off stormwater only to watertable (kerb & gutter)

- a) For residential properties where the stormwater pipe will not be subject to vehicular traffic, a sewer grade PVC pipe is required
- b) For properties where 80mm of cover above top of pipe can not be provided, tubular or box section Zincalume Steel or similar approved.

NOTE: The stormwater pipe is the owners responsibility to be maintained.

2. TEMPORARY CROSSINGS OVER FOOTPATHS

The area of the work and its immediate vicinity must be kept safe for pedestrians at all time. Warning signs and bunting must be erected during works.

3. CONCRETE WORKS

Where approval has been given for street works involving concrete, the following conditions shall apply:

- a) No concrete equipment shall be cleaned in the street, and no cement slurry or other materials to be allowed to enter a catchpit (stormwater system)
- b) On completion of concrete works the street to be thoroughly cleansed of all cement and other materials or rubbish associated with the work
- c) In streets with heavy traffic, vehicles associated with concrete works shall NOT be manoeuvred to or from the site during peak traffic hours 8 to 9 am and 4 to 6 pm. Prior to the commencement of any works the Council will confirm whether the street the subject of this Permit is heavily trafficked.

4. LAYING OF UNDERGROUND ELECTRICAL SERVICE

- a) The underground cable is to be laid at a minimum depth of 0.6 m below the present or future surface, whichever is the lower
- b) The underground cables shall be laid from the SAPN pole to the building alignment of the property, at 90° to the kerb line
- c) Cables shall be laid in accordance with the Australian Standard Specification SAA Wiring Rules AS3000 - 1991, and the SAPN service requirements
- d) When the distance from the service point is greater than 3 meters along the verge, Council requires an SAPN service pit to be installed
- e) On completion of the work, the footpath is to be left in a tidy and safe condition. The reinstatement of the trench is to be undertaken at the permit holder expense to the satisfaction of Council
- f) The electrical contractor shall erect signs, barricades and lights to the satisfaction of the General Manager Infrastructure Services, adjacent to the excavation
- g) The Council shall not accept responsibility for any damage or claims resulting from the laying of the service

h) No responsibility will be accepted by the Council for any damage to the service from any causes whatsoever

i) Any future alterations necessary through road widening or other works shall be carried out at no cost to the Council

j) Prior to submitting this application, the electrical contractor shall contact Dial Before You Dig, SAPN, Telstra and other appropriate organisation, to ascertain the location of underground plant and any special precautions necessary

k) The applicant's attention is drawn to Drawing No SD-19 attached.

5. VERGE DEVELOPMENT

Refer to Verge Development Guidelines

6. PLAN REQUIREMENT

A plan must be submitted with this application showing the:

- a) location of the property in relation to the street alignment
- b) position of SAPN pole and precise location of cable showing measurements
- c) location of proposed driveway/invert, landscape or stormwater outlet
- d) location of any plant species to be planted
- e) location of any current or proposed paved or rubble footpath.

7. INDEMNITY

The 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, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the permit.

8. PUBLIC INSURANCE

(except minor verge development)

The Permit Holder or (if the works are being undertaken by a Contractor) any Contractor must take out and keep current a public liability insurance policy in the name of the Permit Holder or Contractor insuring the Permit Holder or Contractor for the minimum sum of ten million dollars (\$10,000,000) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the Permit Holder or Contractor in relation to the activity for the undertaking of the works. The Permit Holder must provide confirmation of public liability insurance to the Council. Such policy must bear the endorsement of the Insurer indicating that the Insurer accepts the indemnity given by the Permit Holder or Contractor. This permit will not come into operation until proof of the insurance has been provided to the Council.

9. STANDARDS

During the currency of the permit, the Permit Holder must comply with any applicable industry or health and safety standards in relation to the activity. The permit holder must ensure that the activity permitted to be carried out is conducted in a safe and responsible manner.

The Permit Holder or any Contractor, where appropriate, must ensure that it is licensed or registered to carry out the activity authorised by the issuing of this permit, and must comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or By-law relating to the activity. Wherever there is any cost associated with this compliance, the Permit Holder will be responsible for payment of those costs.

10. DAMAGE

The Permit Holder must take all precautions to avoid damage to the Council street, road, infrastructure or land. The Permit Holder must immediately notify the Council of damage to the street, road, infrastructure or land or any Council owned property located within or adjacent to it or them.

The Permit Holder will be responsible to reimburse the Council for all its reasonable costs to repair or rectify any damage caused as a result of the Permit Holder's use or misuse of the street, road, infrastructure or land.

11. BREACH

If the Permit Holder breaches a provision of this Permit, the Council may give the Permit Holder written notice to remedy the breach and the notice will identify that failure to remedy the breach will result in cancellation of the Permit.

NOTE:

- If the Permit Holder fails to remedy the breach within a time specified in the Council's notice, then the Council may cancel this Permit.
- The Permit Holder, having obtained a Permit from the Council for the opening of any street, road or Council land for the installation of drainpipes, electrical or irrigation connections, paths or plantings etc., must ascertain the actual position of any existing services from the Council and from the relevant utility or Department before excavating or breaking the surface of any street, road or Council land or doing any act which may interfere with any existing service pipes or conduits, and must exercise special care in breaking up and reinstating so as not to damage any underground service. The resident must call Dial Before You Dig (visit www.1100.com.au for more information) to ensure a service location search is undertaken, to minimise disruption to service authorities or Council infrastructure.