

Application Number

Date Received

Receipt #



# Application for a Road Opening Permit

This is an application for approval under Section 138 of *The Roads Act 1993*

Any person wishing to undertake excavation works on Council's road reserve is required to obtain Council's approval prior to commencement. The road reserve includes all of the land comprising a public road as well as the carriageway and nature strip from property boundary to property boundary. Excavation of Council road reserve is usually required for service connections to water, sewer, electricity, gas, telecommunications and drainage.

This application form must be completed for all road opening activities that are not associated with a current development consent. A completed 'Application Form for Subdivision Works Certificate and other Development related Civil Works' found on Council's website is required if works are associated with a current development consent.

## 1. APPLICANT DETAILS

Full Name

Company Name

Position Title

Address Details

Telephone  
(Mobile)

Business

Private

Postal Address  
(if different from  
above)

Email Address

Onsite Contact  
Name

Onsite  
Telephone

Onsite Email

## 2. ADDITIONAL APPLICATION DETAILS

Please provide a description of the works proposed:

Start date:

Finish date:

Times:



**Wyong Office:** 2 Hely St / PO Box 20 Wyong NSW 2259 | **P** 02 4350 5555

**Gosford Office:** 49 Mann St / PO Box 21 Gosford NSW 2250 | **P** 02 4325 8222

**E** ask@centralcoast.nsw.gov.au | **W** www.centralcoast.nsw.gov.au | ABN 73 149 644 003

### 3. ATTACHMENTS & ADDITIONAL ACTIONS – Please confirm the below

Please tick the boxes below to confirm:

- ☐ A separate drawing/set of plans showing the location and area of the proposed works in relation to the boundaries of the property, kerb and gutter and/or the road carriageway has been provided with this application.
- ☐ A copy of the Contractor's Certificate of Currency for Public Liability Insurance which provides a minimum coverage of not less than \$20,000,000 has been provided with this application.
- ☐ The Contractor has carried out a 'Dial Before You Dig' enquiry and has physically located all underground utility services in the vicinity of the proposed works.

Please provide a traffic control plan or otherwise outline below what traffic impacts on the local area may result from the works proposed (including both vehicle and pedestrian traffic impacts) and how these impacts will be addressed and managed during construction:

Please note: Council reserves the right to request a formal Traffic Control/Management Plan that has been prepared and approved by a suitably qualified Roads and Maritime Services (RMS) accredited certifier.

### 4. ADDITIONAL INFORMATION

Central Coast Council is the Road Authority for all local and regional roads within the Central Coast local government area. This application is required for approval by the Road Authority and by signing this application form, the applicant agrees that:

1. Construction activities within the road reserve will not commence prior to receiving a Road Opening Permit Approval from Central Coast Council approving the road opening activity and satisfying all pre-construction requirements of that approval.
2. The application must include all information necessary to allow appropriate assessment by Council. Further information may be requested by Council which may include a request an assessment of the impact of works proposed on the local community including local transport and emergency services as well as vehicle traffic and pedestrians and/or an amended traffic management strategy.
3. Fees are applicable for this application and are outlined in Council's fees and charges found on Council's website. **The applicant will have to pay Council's restoration costs in addition to the road opening permit application and inspection fees.** Restoration costs are calculated based on the dimensions of different materials being excavated in accordance with Council's fees and charges and will include the cost of full restoration of any surfaces disturbed on Council's road reserve(s).
4. Council reserves the right to undertake all restoration works for Council owned assets.
5. The applicant is responsible for any additional costs that result from call-outs of Council staff to repair hazardous situations and/or to make a site safe as a result of works commenced/conducted.
6. The applicant will be liable if works are not conducted in accordance with Council's approval and specifications. Construction in accordance with Council's approval and specifications is necessary to address issues that may impact on the property owner, Council and the general public.
7. The applicant is responsible for ensuring that all approved works are completed within three (3) months of Council issuing a Road Opening Permit Approval for the works proposed.

## 5. PRIVACY & PERSONAL INFORMATION

Information on this form is collected by Council for administrative and assessment purposes. It will be used by Council staff for the purpose of processing your application. This application form and any supporting documents you provide may be made available for public access under the *Government Information (Public Access) Act 2009*.

## 6. APPLICANT'S DECLARATION

I, the undersigned, declare that the details provided to Central Coast Council are, to the best of my knowledge, true and correct. I also give consent for authorised officers to enter the subject property to carry out inspections relating to the application and I understand that Council will require payment of restoration costs in addition to the road opening permit application and inspection fees.

Signature

Date