

COF-02

Approval Date: 18/01/13

## Application to Carry Out Works in a Road Reserve

This application shall be completed for any of the following works:

- ◆ New connection to a Council waste water drain;
- ◆ New connection to a Council storm water drain;
- ◆ Any other private works in a road reserve not covered by another utility company eg Telstra, Ergon.

### APPLICANT DETAILS

Name:

Application Date:

Postal Address:

Phone Numbers: W.

M.

Email Address:

Contact Person:

Contact Numbers:  
(if different to above) W.

M.

### LOCATION OF WORKS

Address:

Lot/Section:

RP/Block:

 Work in the Road Reserve? Connection on the property? Connection on the adjoining property?

### PROPOSED WORKS AND INTENDED USE

Intended Use For:  Residential  Commercial  Industrial  Other \_\_\_\_\_Activities:  Connection to wastewater sewer Connection to stormwater sewer Other \_\_\_\_\_

**Additional Information**

**Applications MUST be submitted with a copy of information below:**

- ◆ **Site plan:** A site plan that shows the outline of the building (including roof perimeter), site contour lines and spot levels, onsite services and services within two metres from the boundaries, the location of existing and or proposed service connections and the location of driveways and vehicle crossings.
- ◆ **Cross sections:** Cross sections are required when building close to or over services. These cross sections must show the foundations and the location of the service line at critical locations. These cross sections need to be certified by an Engineer or Surveyor with the location and depth plotted from onsite measurements. Service plan from Council should only be used as a general guide.

Inspections are required for any activities which require excavation in the road reserve which may affect Council services and/or could endanger the public.

Any storm water and waste water sewer connections which are laid from outside the boundary of the property need to be extended to within the property as a Council service line meeting Council's Standards of Engineering, Design and Construction. Similarly vehicle crossings need to meet Council Standards.

**Note: Water infrastructure connections are applied for via Operational Works applications.**

**Conditions of Construction**

- ◆ The pipe shall be place in position and in a manner approved by the General Manager Infrastructure Assets & Public Facilities or delegate and shall be maintained to the satisfaction of that Officer.
- ◆ Pipes in the road reserve along the road shall be placed so that there is a minimum of 600mm from the natural surface to the top of the pipe.
- ◆ Where the pipeline crosses the roadway it shall be carried through an enveloping pipe which extends from table drain to table drain. The enveloping pipe shall have a minimum depth of cover of 600mm from the bottom of the table drain or 1200mm from the natural surface/road formation, whichever is the greater.
- ◆ Where the pipe crosses the road reserve the crossing shall be within an envelope of ±10 degrees of perpendicular.
- ◆ After laying the pipe the surface of the road reserve and roadway must be restored to their prior condition at the owner's expense and to the satisfaction of the General Manager Infrastructure Assets & Public Facilities or delegate.
- ◆ The work shall proceed with the appropriate traffic control measures in place and the applicant shall ensure the necessary provisions for the protection of the public during construction.
- ◆ The owner will be required to repair or cause to be repaired at his/her own expense any damage to the road way due to the installation of the pipe.
- ◆ The location of the pipeline is to be clearly marked by marker signs, at road crossing locations.
- ◆ The owner, by accepting the above conditions, indemnifies the Central Highlands Regional Council and its Officer against any claim, action or process for damage or injury which might arise during the progress of the work and shall keep indemnified the Central Highlands Regional Council and its Officers against any claim, action or process for damage and/or injury which might arise from the existence of the pipe.
- ◆ This authority may be withdrawn by the Council at any time giving thirty (30) days notice in writing and if so required by the Council, the owner shall remove the pipe at their own expense. If the owner fails to remove the pipe within the time specified, Council may remove the pipe and recover the costs from the owner.
- ◆ On completion of works, the applicant will provide Council with "as Built" information and drawings, complete with Latitude and Longitude co-ordinates of the beginning and end of the pipe.

**I, the applicant, agree to adhere to the above Conditions of Construction.**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Date)

\_\_\_\_\_  
*Applicant's Signature*

**Office Use Only**

- Central Highlands Regional Council grants approval for the works as detailed.
- As Constructed Drawings supplied to Central Highlands Regional Council.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Date)

\_\_\_\_\_  
*Central Highlands Regional Council Officer's Signature*