



WORKS WITHIN ROAD RESERVE APPLICATION – YOUNG OFFICE 2017/2018

(Roads Act 1993 Part 9, Division 3, Section 138 and Part 13, Division 5, Section 223)

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| A P P L I C A N T | NAME: POSTAL ADDRESS: P/C PHONE: (H) (W) I hereby apply for consent to carry out the development described below. Signature Date Signature Date | O W N E R | NAME: POSTAL ADDRESS: P/C PHONE: (H) (W) I/we, being the owner of the land to which this application relates, hereby consent to the making of this application. Signature Date Signature Date |
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| L A N D | No: STREET/ROAD: LOCALITY: LOT No: DP: SECTION No: PORTION No: PARISH: AREA: |
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| P R O P O S A L | WORKS PROPOSED: <input type="checkbox"/> concrete layback / crossing residential <input type="checkbox"/> concrete layback / crossing commercial <input type="checkbox"/> paved crossing <input type="checkbox"/> bridged access <input type="checkbox"/> concrete footpaving <input type="checkbox"/> paved footpaving <input type="checkbox"/> rural access gravel <input type="checkbox"/> rural access sealed <input type="checkbox"/> storm water connection <input type="checkbox"/> Other | PROPOSED USE (commercial, residence, etc): DEVELOPMENT APPLICATION No IF APPLICABLE: |
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|-----------------------------------|---|--------------------------|
| FOR OFFICE USE ONLY | | |
| WRR No: | Driveway Application Fee \$ DWA | Receipt No: |
| ID No: | Driveway Security Deposit \$ DSD <small>*refundable upon satisfactory completion of work, less administration fee and any additional inspections</small> | Date Paid: |
| Total Amount Paid \$ | | |
| Initial Insp: | Permit No: | |
| F/W Insp: | Memo No: | |
| Final Insp: | R/F Letter No: | |

DIAGRAM: Provide a diagram showing the location and dimensions of the proposed works.

TRAFFIC CONTROL PLAN This application must be submitted with a:
Traffic Control Plan (certified) and documentation certifying that the person undertaking the TCP installation works holds a current public liability insurance policy to the value of **\$20,000,000** (20 million dollars) indemnifying the contractor and Hilltops Council.

CONTRACTOR DETAILS

NAME:
ADDRESS:
PHONE NO:
INSURANCE:

A current public liability insurance policy to the value of **\$20,000,000** (20 million dollars) indemnifying the contractor and Hilltops Council.

TRAFFIC CONTROL PLAN PROVIDER

NAME:
ADDRESS:
PHONE NO:
INSURANCE:

A current public liability insurance policy to the value of **\$20,000,000** (20 million dollars) indemnifying the contractor and Hilltops Council.

SCHEDULED FEE: This application will only be processed with all the above documentation submitted. The schedule fee is: **(\$842.00 / single works)** **NOTE:** \$565.00 is a bond held and refundable to the applicant on satisfactory completion of works (fees are inclusive of GST).

APPROVAL: An Approval with specifications will be sent to the applicant.

The approval is valid for a period of six (6) months from the date of approval. After this time the bond held for the works may be refunded. A new application will need to be processed with the appropriate fee attached.

REQUIRED ATTACHMENTS

The following shall be submitted with all applications:

- **Site plan** showing – showing location, and dimensions of proposed works
 - location & uses of existing buildings on the land
 - existing vegetation and trees on the land
- **Traffic Control Plan (Certified).** If a third party is to provide and install the TCP a current public liability insurance certificate of currency from the underwriter (insurance company) indemnifying the Hilltops Council shall be provided.
- **Current Public Liability Insurance Certificate** of Currency to the value of **\$20,000,000** (20 million dollars) from the underwriter (insurance company) indemnifying Hilltops Council to be provided by the contractor undertaking the works.