



## Undertaking Works on Council Land Permit Application Form

*This application is for a PERMIT to undertake works that impact on Council infrastructure, Council streets or roads or Council controlled land under the Local Government Act, 1999.*  
Applications and Enquiries are to be emailed to **[council@renmarkparinga.sa.gov.au](mailto:council@renmarkparinga.sa.gov.au)**

**Please ensure that:**

- ☐ A scale site plan and pre-works photos of proposed work area are included
- ☐ A copy of public liability insurance cover is included
- ☐ Contractor details who will be performing the works including ABN, Builders licence, traffic management plan, licenced traffic controller plus licence number and other necessary qualifications

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

Does this permit application relate to a Development Application for building work on your land?

- ☐ Yes      Please provide your Development Application No. \_\_\_\_\_  
☐ No

Does this permit application require the assessment of a street tree in relation to your driveway access?

- ☐ Yes      ☐ No

### SECTION 2: PROPERTY DETAILS

**Applicants Details**

I/we

(Name of property owner)

of

(Address of property owner)

Phone:

Email 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

**Address of Property where work is to be carried out:**

Street Number: \_\_\_\_\_ Lot No: \_\_\_\_\_

Street Name: \_\_\_\_\_ Town: \_\_\_\_\_

Intended commencement date of works \_\_\_\_\_

Intended completion date of works \_\_\_\_\_

Notify council when date confirmed \_\_\_\_\_

**Please note there is an assessment fee incurred for all applications and an additional fee applicable for new CWMS connection points, please refer to Council's Fees and Charges and can be paid by contacting Renmark Paringa Council on (08)8580 3000.**

**This application form must be submitted a minimum of 21 business 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)*

- ☐ Construction of concrete invert/kerb
- ☐ Construction of driveway/crossover
- ☐ Installation of private underground electrical service within Council land
- ☐ Installation of stormwater pipe
- ☐ Installation of a CWMS connection point
- ☐ 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): .....

#### **Specifications and Traffic Management**

- ☐ **DRIVEWAY, ROAD CONSTRUCTIONS, STORMWATER & UNDERGROUND SERVICES** have enclosed a site plan for the works required and specified the works to be completed in accordance with the [Infrastructure Guidelines SA](#)
- ☐ **CWMS CONNECTIONS**  
I have enclosed a site plan for the works required and specified the works to be completed in accordance with the [South Australian Community Wastewater Management System \(CWMS\) Design Criteria](#)
- ☐ **TRAFFIC MANAGEMENT**  
I have enclosed a traffic management plan including **onsite traffic controller details** in accordance with [Field Guide for Traffic Control Devices for Workzone Traffic Management](#)  
**PLEASE NOTE: THIS APPLICATION CANNOT BE ASSESSED UNLESS THE ABOVE INFORMATION HAS BEEN SUPPLIED**

**Is the proposed alteration: (tick whichever is applicable)**

- ☐ Permanent
- ☐ Temporary - indicate period: \_\_\_\_\_ (maximum term is 42 years)

**These works will be undertaken by:**

- ☐ Permit Holder
- ☐ Contractor (please provide details including ABN, Qualifications and Insurance information):

**Contractor:** .....

**ABN:** .....

**Email:** .....

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

Property Owner Signature: .....

Date: .....

Disclaimer: The Renmark Paringa Council reserves the right to revoke this application at any time.

### SECTION 3: OFFICE USE ONLY

Permit/ Receipt No. ....

Application Approved? ☐ Yes ☐ No

Signature: .....

Authorised Officer: .....

Special Conditions: .....

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### SECTION 4: UNDERTAKING AND COMPLETION OF WORK

Council notified of start date: ☐ Yes ☐ No

Council notified of completion ☐ Yes ☐ No

Council supplied photographs of work site on completion ☐ Yes ☐ No

Inspected ☐ Yes ☐ No

Completed to satisfaction of Council? ☐ Yes ☐ No

Approved By:.....

Signature:.....



## **General Conditions of Authorisation:**

The Applicant further agrees:

1. That the maximum penalty for non compliance of this permit can incur a penalty of \$5,000.
2. For the term of the Authorisation, to comply with all applicable industry standards, health or safety standards, current standards of Standards Australia or any applicable Code of Practice.
3. To ensure that all works carried out are undertaken to the highest standard and are carried out promptly and with all due care, skill and diligence.
4. To ensure that any alteration to the road does not interfere with or cause damage to or in any way affect the property of any other person.
5. To comply with any direction given by any authority, statutory authority, or Council to remove, maintain or otherwise modify the alteration to the road subject to this Authorisation.
6. That all fixtures and equipment erected or installed in, on, across, under or over the road remain the property of the Applicant pursuant to Section 209 of the Local Government Act, 1999.
7. For the term of the Authorisation, to maintain all fixtures and equipment erected or installed, or vegetation planted, in good condition and to recognised standards.
8. To indemnify the Council, its servants and/or agents against all actions, costs, claims and demands for injury, loss or damage arising out of or in relation to the alteration to the road, the granting of this Authorisation and the general and special conditions contained herein, and such indemnity shall be in addition to any statutory immunity in favour of the Council.
9. For the term of the Authorisation, to take out and keep current a public liability policy of insurance to an appropriate level of cover per claim in respect of the alteration to the road or any activity arising out of or from the granting of this Authorisation by the Council.
10. At the expiration or earlier termination of this Authorisation to remove, if so directed by the Council, any structure or object erected or installed on the road and to reinstate the road to the satisfaction of the Council.
11. This Authorisation does not confer on the Applicant any exclusive right, entitlement or interest in the road and does not derogate from the Council's powers arising under the Local Government Act, 1999.

## **ADDITIONAL CONDITIONS THAT MUST BE COMPLIED WITH**

1. Before any digging is commenced, BYDA (Before You Dig Australia phone 1100) are to be contacted for the location of any services. Any damage to the services must be repaired by the service authority at your expense.
2. Consultation and approval from the Native Vegetation Council is required if work is being undertaken on road reserves where rare and endangered species of roadside vegetation has been identified.
3. The pipe is to be laid so that it has a minimum of 400mm of cover above the top of the pipe.
4. The licensee is to be responsible for the safety of traffic during the installation of the pipe and due precautions are to be taken and adequate warning given to traffic to ensure safety. Approximately one half of the roadway is to remain open to traffic at all times. Contractor shall take the necessary precautions to ensure the safety of workers in accordance with AS1742.3 (2019) "Traffic Control for Works on Roads" as modified by the "Code of Practice for the Installation of Traffic Control devices in South Australia". The Contractor shall ensure that employees erecting signage hold a Certificate of Attainment in Workzone Traffic Management, which has been refreshed annually.
5. You are responsible for the reinstatement of the trench. The pipe is to be backfilled with suitable material and compacted. The trench surface is to be left and maintained by you at a level that does not create a hump or a depression. Guidelines for backfill can also be found in the Infrastructure Guidelines SD 700 set.
6. All pipes that go under the road and carry liquid must be constructed such that water cannot leak out of the pipe into the trench and hence cause failure. It is advisable to sleeve the pipe in a larger pipe so that it is not squashed and can be removed at a later date.
7. The site shall be left in a neat and tidy condition and all surplus material is to be carted away.
8. Driveways and crossovers will also have restrictions placed on them regarding minimum clearances unless approved by council
  - Crossovers/driveways must have a minimum clearance of
    - 2.0 metres away from any council street tree
    - 1.0 metres from stobie poles
    - 1.0 metre from side entry pit or stormwater infrastructure