



If you need help lodging your form, contact us	
Email	council@northernbeaches.nsw.gov.au
Phone	1300 434 434
Customer Service Centres	Manly Town Hall, 1 Belgrave Street Manly NSW 2095
	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099
	Mona Vale 1 Park Street Mona Vale NSW 2103
	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
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Business Unit	Transport & Civil Infrastructure
Receipt No.	

Privacy Protection Notice	
Purpose of collection:	For Council to provide services to the community
Intended recipients:	Northern Beaches Council staff
Supply:	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction:	Please contact Customer Service on 1300 434 434 to access or correct your personal information

When is a Road Opening Application Required?

If you wish to dig up, underbore, disturb or carry out work to the surface of Council roads and/or footpaths e.g. for connection of plumbing or other utilities.

All restoration work will be carried out by Council in accordance with Council's Fees and Charges. The Council scope of work will be assessed as part of the application process and in accordance with Auspec Road Restorations Specification 1151, 1152 as amended by Council.

About this Application Form

1. This application is to be submitted, application fee paid and Approval given by Restorations Officer prior to excavation works commencing. The permit is valid for 6 months from the date of approval. **Receipt of payment does not constitute approval for works to proceed.** If this application is being submitted as part of a requirement, ensure you are submitting in line with the DA Condition of Consent.
2. This application requires 10 business days to be processed. Applications received after works have commenced will incur additional fees and work may be stopped by Council without warning.
3. Works may commence once an approval letter is received and Council is in receipt of payment.
4. A copy of a valid certificate of currency for Public Liability Insurance (cover of a minimum of \$10 million) must be attached to this application form.
5. If a partial/complete road closure is required, you will need to complete and lodge an Implement Traffic Control Application in conjunction with this Road Opening Application.
6. **Applicants must call the Council Restorations Officer once works are complete to arrange a final inspection.**
7. For the Codes and Conditions of Approval for Excavation of Council's Roads and Footpaths, please see Page 5 of this application form.

Note: Whilst Council retains the approval for works undertaken to the kerb/footpath/nature strip/driveway, Council will not issue a permit for any works undertaken on the roadway of any State Roads that are maintained by Transport for New South Wales (TfNSW), formerly Roads & Maritime Services (RMS). See Page 4. TfNSW approval (Road Occupancy Licence) is also required for works on Regional Roads or within 100m of traffic lights prior to Council issuing an Approval.

Part 1: Location of Works

Street Address			
Suburb		Postcode	
DA/CDC Number (If applicable)		Public Liability Provided	Yes No
Proposed Start Date			

Part 2: Applicant Details

First Name		Last Name	
Street Address			
Suburb		Postcode	
Home Phone		Mobile	
Email			
Contractor's Name (if applicable)			
Contractor's ABN (if applicable)			

With reference to Appendix 1: Roadway Restoration Standard drawings please indicate location and dimensions of excavations on the Site Plan below:

Part 3: Road Closures

Road Closures are not permitted. If you propose to close a road to traffic the application will need to be assessed by Council's Traffic Engineer.		
Will you be closing the road to traffic?	Yes	No

Part 4: Details of Work

Applicant to Complete				Restorations Officer to Complete	
	Length (m)	Width* (m)	Area (m ²) (min 1m ²)	Rate (\$ per m or m ²)	Restoration Fee
Footpath					
Cement					
Segmental Paving					
Commercial Pavers					
The Corso/Manly CBD					
Driveway					
Concrete Commercial					
Concrete Residential					
Kerb & Gutter					
Road					
Asphalt					
Unsealed Shoulder					
Other					
Saw Cutting (if applicable)				\$40.10	
				Total Restoration Fee	\$
				Application Fee	\$296.00
				Late Fee (if applicable)	\$862.00
<ul style="list-style-type: none"> All turf areas are to be reinstated by the Applicant Minimum trench width for the calculation of fees is 500mm (roads only) Full panel replacement to all concrete footpaths must be calculated For assistance with fee calculations, please use the Ready Reckoner on the Council website northernbeaches.nsw.gov.au/council/forms 				TOTAL:	\$

Part 5: Indemnity and Your Signature

I have read, understood and agree to comply with Council's Codes and Conditions of Approval for Excavation of Council's Roads and Footpaths as outlined in this application. I indemnify Council against any action or claim for damages arising from work being undertaken under this approval. I agree to pay Council for repairs to any damage caused to Council assets as a result of civil works carried out under this permit. I acknowledge that, should the work be unsatisfactory or unsafe, Council may recover any additional costs incurred as a debt from me.

Signature		Date	
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Whilst Council retains the approval for works undertaken to the kerb/footpath/nature strip/driveway of the below listed streets, Road Opening Permits will not be issued for works undertaken on the actual roadway of any State Roads that are maintained by the TfNSW. Please see list below:

State Roads (Transport for NSW)		
Street	From	To
Warringah Road	Roseville Bridge	Pittwater Road
Wakehurst Parkway	Clontarf Street	Pittwater Road
Forest Way	Warringah Road	Mona Vale Road
Mona Vale Road	K. M. Boundary	Pittwater Road
Condamine Street	Sydney Road	Pittwater Road
Pittwater Road	Sydney Road	McCarrs Creek Road
McCarrs Creek Road	Booralie Road	Pittwater Road
West Head Road	Full length	
Liberator General San Martin Drive	Full length	
Barrenjoey Road	Mona Vale Road	Beach Road
Beach Road	Barrenjoey Road	Ocean Road
Ocean Road	Beach Road	Palm Beach Road
Clontarf Street	Wakehurst Parkway	Frenchs Forest Road
Frenchs Forest Road	Clontarf Street	Sydney Road
Sydney Road	Frenchs Forest Road	Belgrave Street
Belgrave Street	Raglan Street	East Esplanade
Burnt Bridge Creek Deviation	Sydney Road	Condamine Street
Manly Road	Spit Bridge	Sydney Road
Regional Roads (Northern Beaches Council)		
Bridge Road	Manly Lagoon	Greycliffe Street
Greycliffe Road	Bridge Road	Queenscliff Road
Queenscliff Road	Greycliffe Road	Dalley Street
Dalley Street	Queenscliff Road	Cavill Street
Cavill Street	Dalley Street	Oliver Street
Cavill Street	Oliver Street	Lawrence Street
Lawrence Street	Cavill Street	Harbord Road
Harbord Road	Lawrence Street	Pittwater Road
Oliver Street	Pittwater Road	Bennett Street
Bennett Street	Oliver Street	Adams Street
Adams Street	Bennett Street	Griffin Road
Griffin Road	Adams Street	The Strand
The Strand	Griffin Road	Dee Why Parade
Dee Why Parade	The Strand	Pittwater Road
Pitt Road	Griffin Road	Abbott Road
Abbott Road	Pitt Road	Harbord Road
Winbourne Road	Harbord Road	Pittwater Road
Old Pittwater Road	Pittwater Road	Beacon Hill Road
Beacon Hill Road	Old Pittwater Road	Warringah Road
Kentwell Road	Pittwater Road	Condamine Street
Kentwell Road	Condamine Street	Allambie Road
Allambie Road	Kentwell Road	Warringah Road
North Steyne	Bridge Road	Raglan Street
Raglan Street	North Steyne	Belgrave Street
West Esplanade	Commonwealth Parade	Belgrave Street
Commonwealth Parade	West Esplanade	Rosedale Ave
Rosedale Avenue	Commonwealth Parade	Hill Street
Hill Street	Rosedale Avenue	Sydney Road
Kenneth Road	Condamine Street	Balgowlah Road
Balgowlah Road	Kenneth Road	Pittwater Road
Darley Street	Barrenjoey Road	Pittwater Road
Garden Street	Pittwater Road	Powderworks Road
Powderworks Road Powderworks Road	Garden Street	Mona Vale Road

Codes and Conditions of Approval for Excavation of Council's Roads and Footpaths

Part 1: Road Openings

Road openings include any opening of road pavement, road shoulder, footpath, kerb & gutter, nature strip or other Council infrastructure. The temporary restoration area is the responsibility of the applicant until such time that the permanent restoration work is undertaken and complete. Council has a responsibility to maintain its road pavement, road shoulder, footpath, nature strip, kerb & gutter and the like in the best possible condition. Therefore, strict compliance of conditions and specifications are required to ensure a quality restoration. The total charges payable will be based initially on the road area to be affected by trenching works as determined by Council and outlined in Council's restorations specifications. Upon completion of the works and certification that all trenches have satisfied the specified backfilling and compaction requirements, an actual measure of the areas to be restored (permanently) will be carried out by Council's Restoration Officer (with the applicant's representative if required), and any adjustment to the original restoration charges will be made on this basis. This may involve additional charge if the restored area is larger than originally estimated. Council recognises the need for these works and through mutual co-operation the work should proceed smoothly for all parties concerned.

Part 2: Applications

A Road Opening Application must be obtained before a road is opened by any plumber, drainer, builder or any other person (such contractors or individuals are referred to hereunder as the Applicant). To obtain Council consent you must complete and submit a 'Road Opening Application to Excavate Council Roads and Footpaths' form. The formal approval letter and receipt of payment must be available at the work site whilst the opening is being carried out. Where in the opinion of Council's Restorations Officer a bona fide emergency condition existed (e.g. damaged sewer connection or burst water service) 24 hours will be allowed for making application unless such a condition existed during a weekend or a public holiday and in that case an application must be made before the end of the next working day. Council consent will be valid for six (6) months from the date of formal approval. No main traffic route road pavement shall be opened without the permission of the Restorations Officer. An application fee for the current financial year must be paid in addition to the appropriate restoration charges.

The applicant must have a valid Public Liability Insurance Cover to a value of minimum \$10 million at the time of road opening.

Part 3: Restoration Charges

Please refer to the Ready Reckoner on our Council website for the calculation of restoration charges. This can be found on the Forms page alongside this application form at northernbeaches.nsw.gov.au. These fees are also outlined in the Fees and Charges document found on our Council website. Alternatively, you can call our Customer Service Team for assistance on 1300 434 434.

Part 4: Late Fee

Where an application is not sought in accordance with (1) above, a late fee in the amount of \$840 may be charged and added to the restoration charges. The late fee shall also apply where an inadequate Road Opening Application has been obtained and the charges are insufficient to cover the restoration costs, as assessed in accordance with the actual field measurements of the opening and /or with Part 5 hereunder.

Part 5: Area Calculated for Restoration Charges

Minimum trench width shall be 0.5 m for sewers. Where the width is more than the minimum specified as above, it shall be measured in steps of 0.1m above the opening size. Special conditions for concrete openings are to be observed as specified in Part 6 hereunder. In any case the actual area restored will be charged. Where this is greater than that covered by the Permit, the extra charge will be payable by the applicant in addition to the late fee as set out under (4) above.

Part 6: Concrete Openings

Under no circumstances a concrete road shall be opened without the express permission of the Restorations Officer, in writing. Longitudinal footpath openings and concrete road pavement openings shall be saw cut along all edges. The depth of saw cut shall be at least 50 mm for footpath and 75mm for road pavement and vehicular crossings. Openings in concrete footpaths shall be charged on the basis of all full slabs impacted to the nearest longitudinal joint. Openings in concrete roads closer than 2m to a longitudinal or transverse joint shall include the restoration of the area between the opening and the joint.

Part 7: Nature Strip Opening

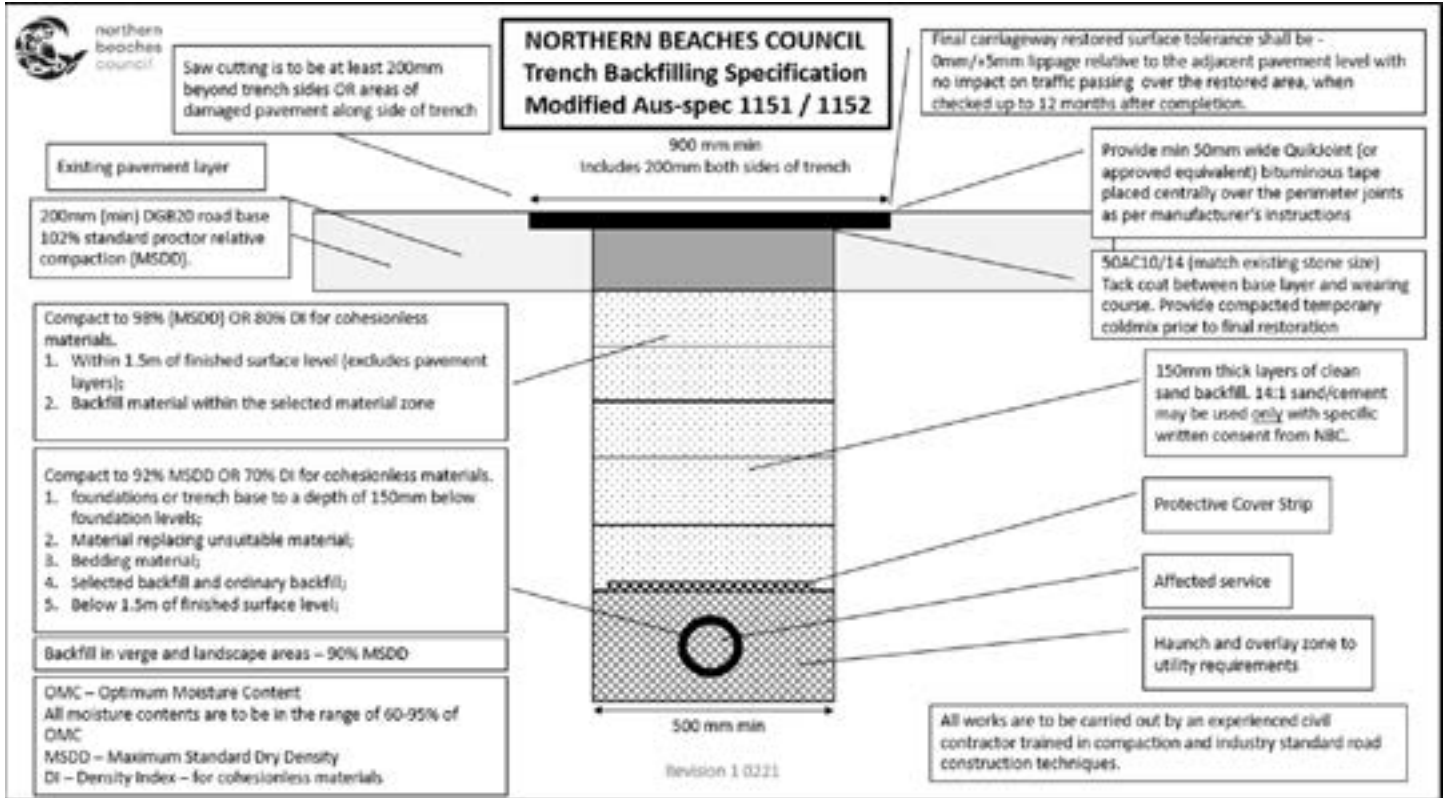
No restoration will be charged on grassed nature strips provided the area is restored to its original state. If unsatisfactory reinstatement occurs, then the appropriate charge will apply.

Part 8: Conditions to be Observed by Applicant

- a. All work is to be in accordance with the current Aus-spec 1151 or 1152 (as amended by Northern Beaches Council), The Specification;
- b. The applicant is to conduct a dial before you dig search and on-site searching to identify the location of all services prior to any excavation work commencing;
- c. All work is to be in accordance with the current AS1742.3 and TfNSW Traffic Control at Worksites;
- d. All excavation work is to comply with the Code of Practice Excavation Work - Safework NSW;
- e. Except under exceptional circumstances, all openings shall be carried out between 7.00 a.m. and 5.00 p.m. At the close of each day's activity, the work site must be left in a safe condition, having due regard to providing temporary access to private properties and public thoroughfare;
- f. No more than half the width of a road pavement shall be opened at any one time;
- g. On main traffic routes Police approval shall be obtained;
- h. If additional inspections are required, the applicant will incur additional fees;
- i. Any Utility Services damaged during the work are to be immediately reported to the relevant Utility Authority;
- j. Should Council receive complaints or be required to rectify an unsafe condition outside normal work hours, the costs involved will be recouped from the applicant;
- k. All excavated materials and surplus backfilling materials shall be removed from the site of the work and the site must be left in a clean condition;
- l. Upon completion of the opening, temporary restoration shall be carried out by the applicant as set out in the specification.

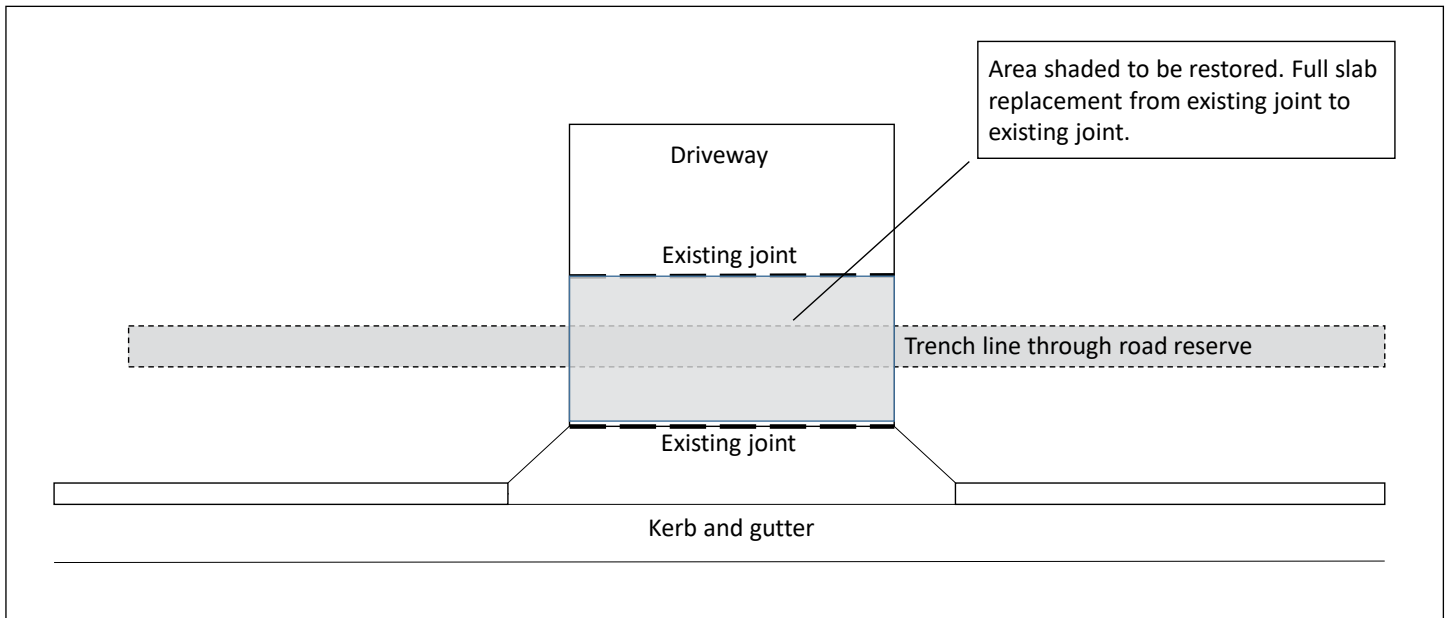
Appendix 1: Roadway Restoration Standard Drawings

Standard Trench Detail



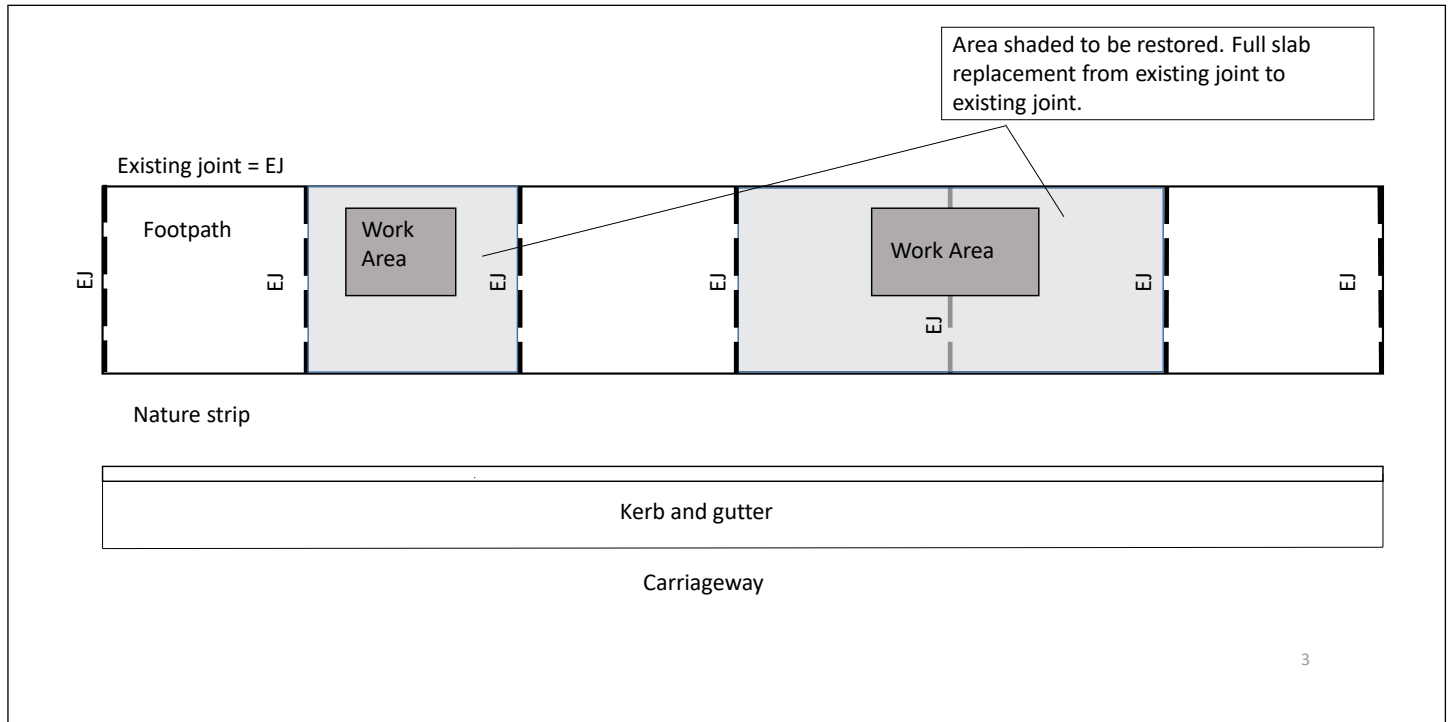
*Defective works may incur additional costs

Standard Drawing 2: Case 1 Driveways



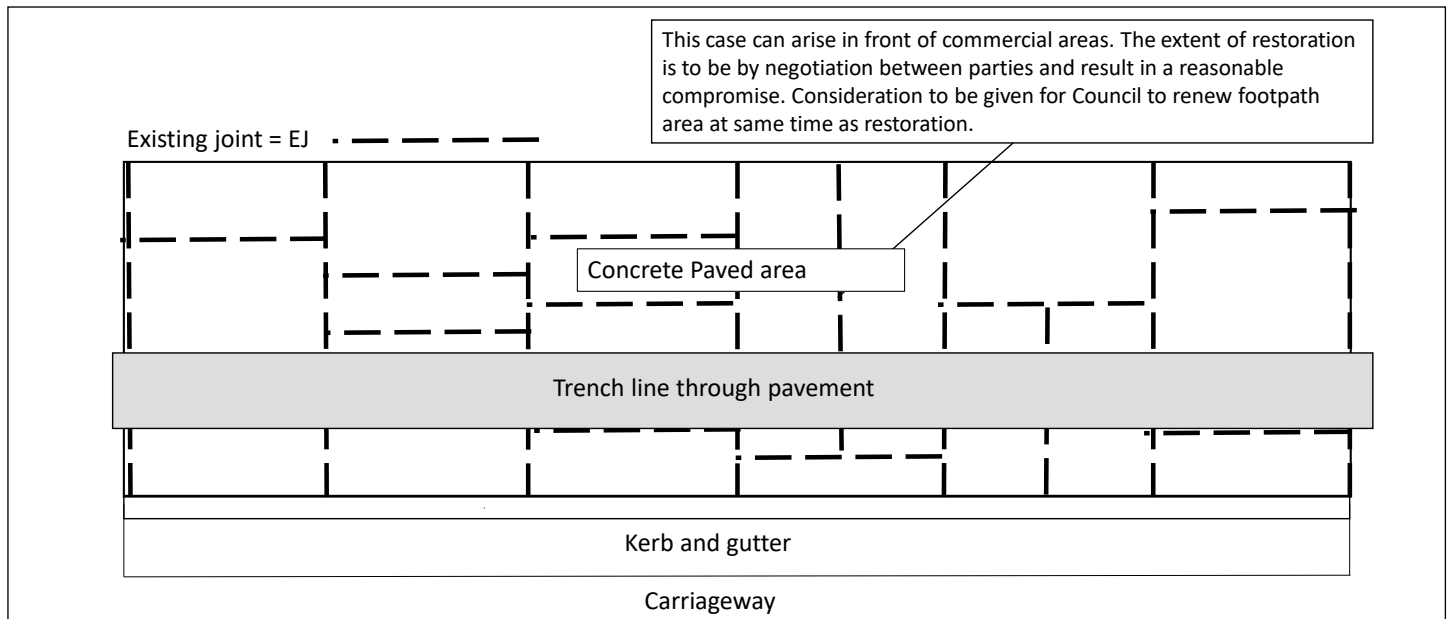
*Defective works may incur additional costs

Standard Drawing 3: Case 2 Footpath



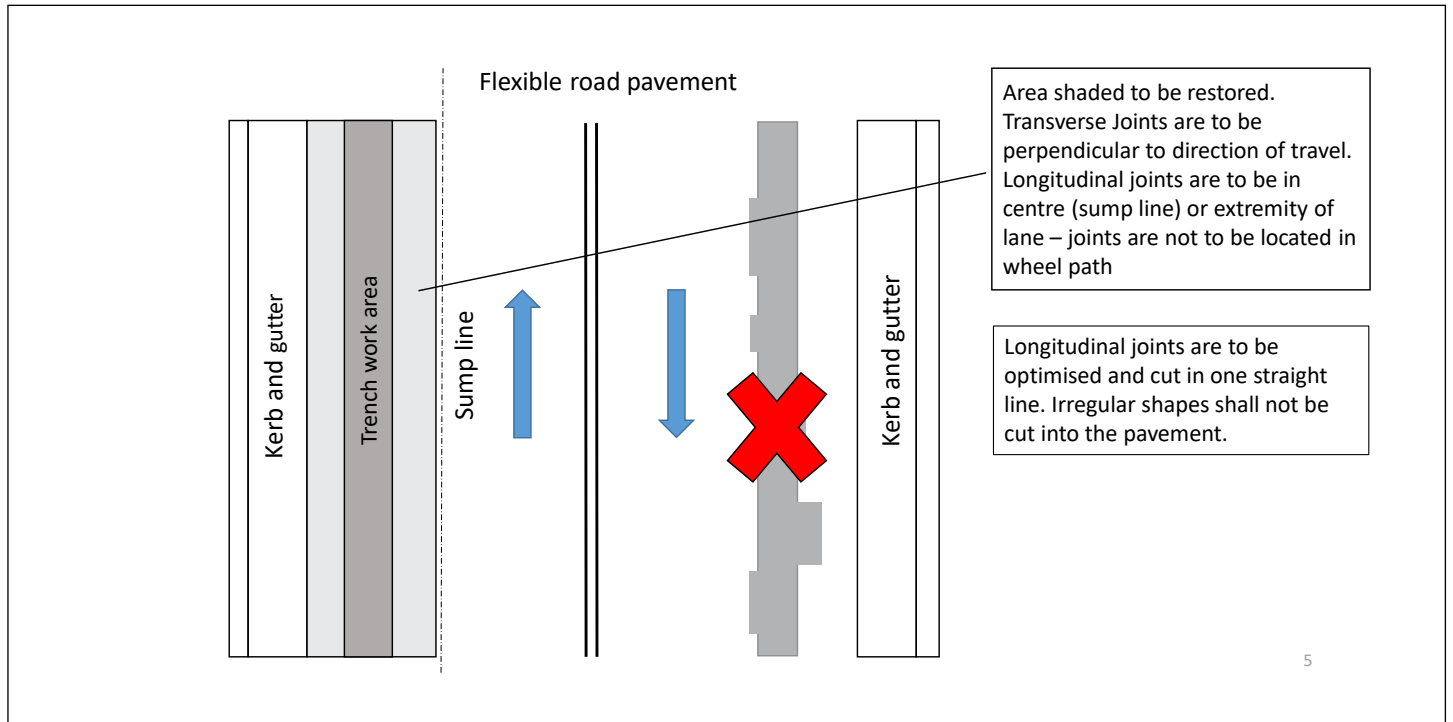
*Defective works may incur additional costs

Standard Drawing 4: Case 3 Complex Jointed Footpath Areas



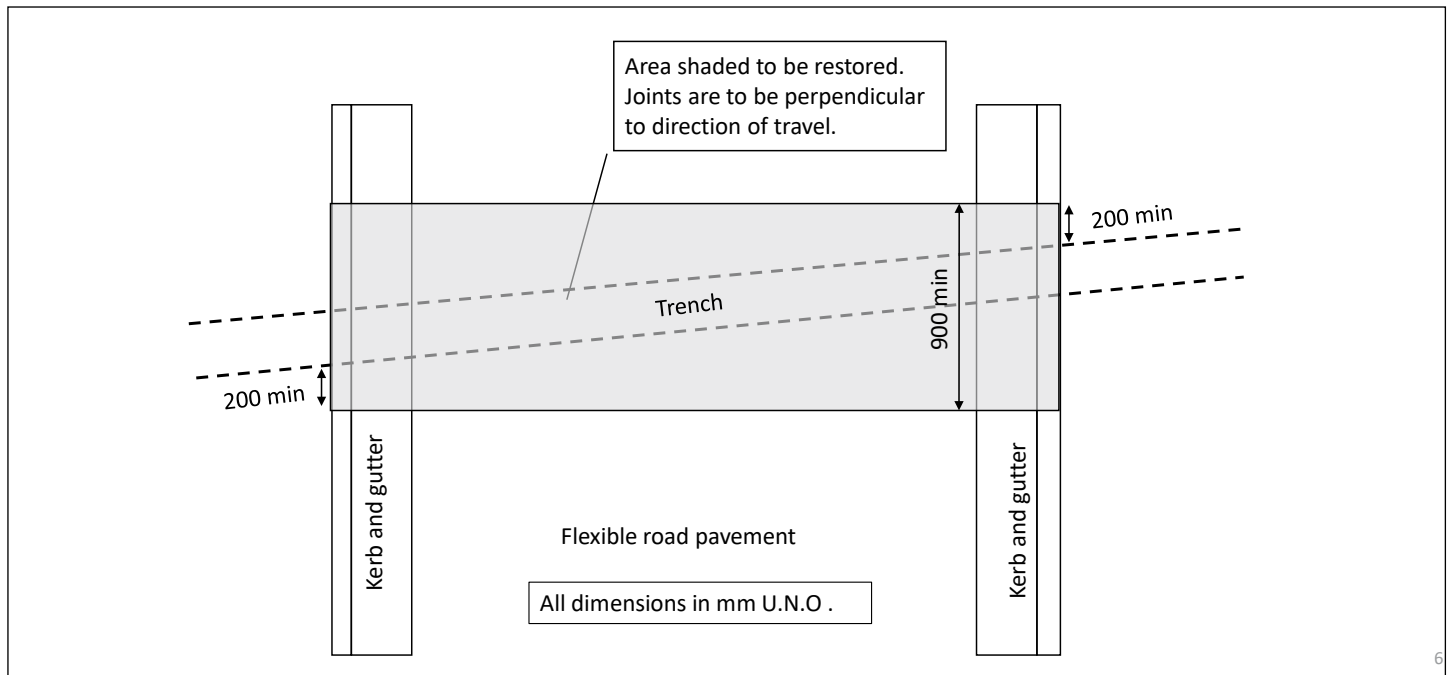
*Defective works may incur additional costs

Standard Drawing 5: Case 4 Longitudinal Trench in Road Pavement



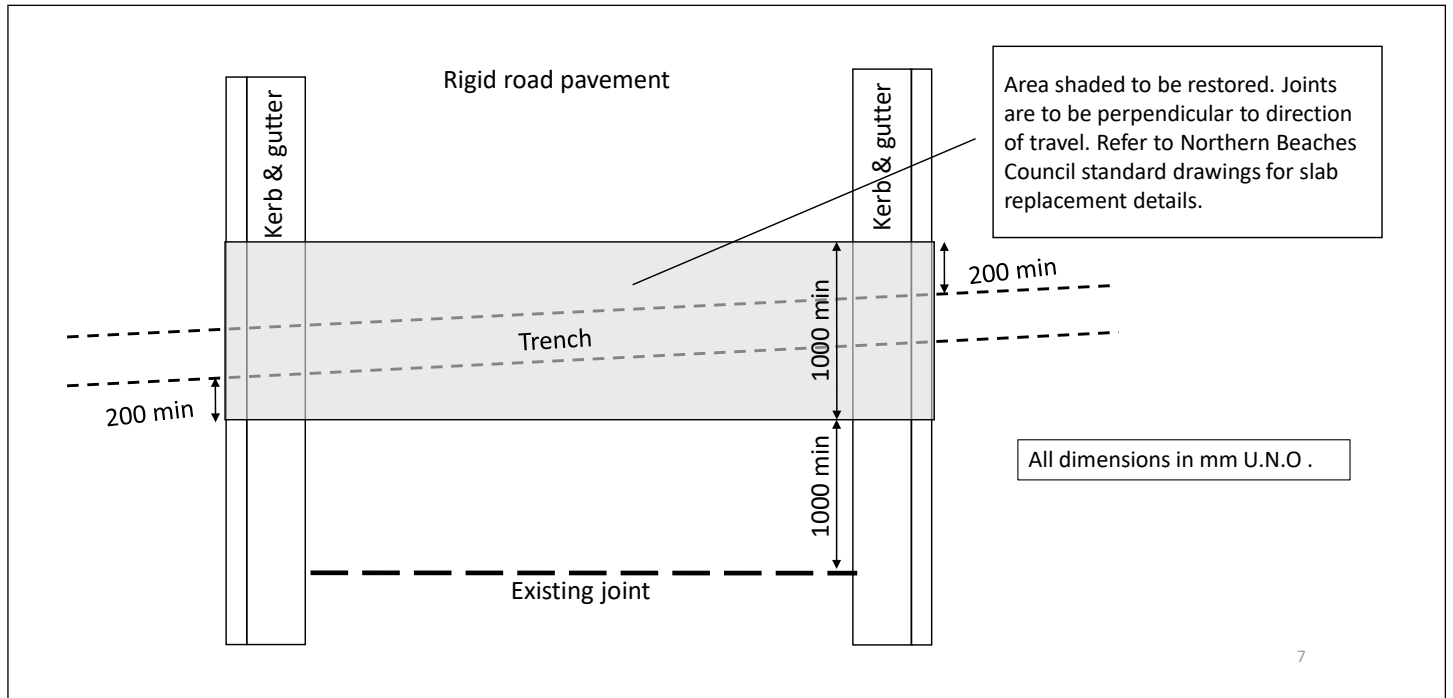
*Defective works may incur additional costs

Standard Drawing 6: Case 5 Diagonal Trench in Flexible Road Pavement



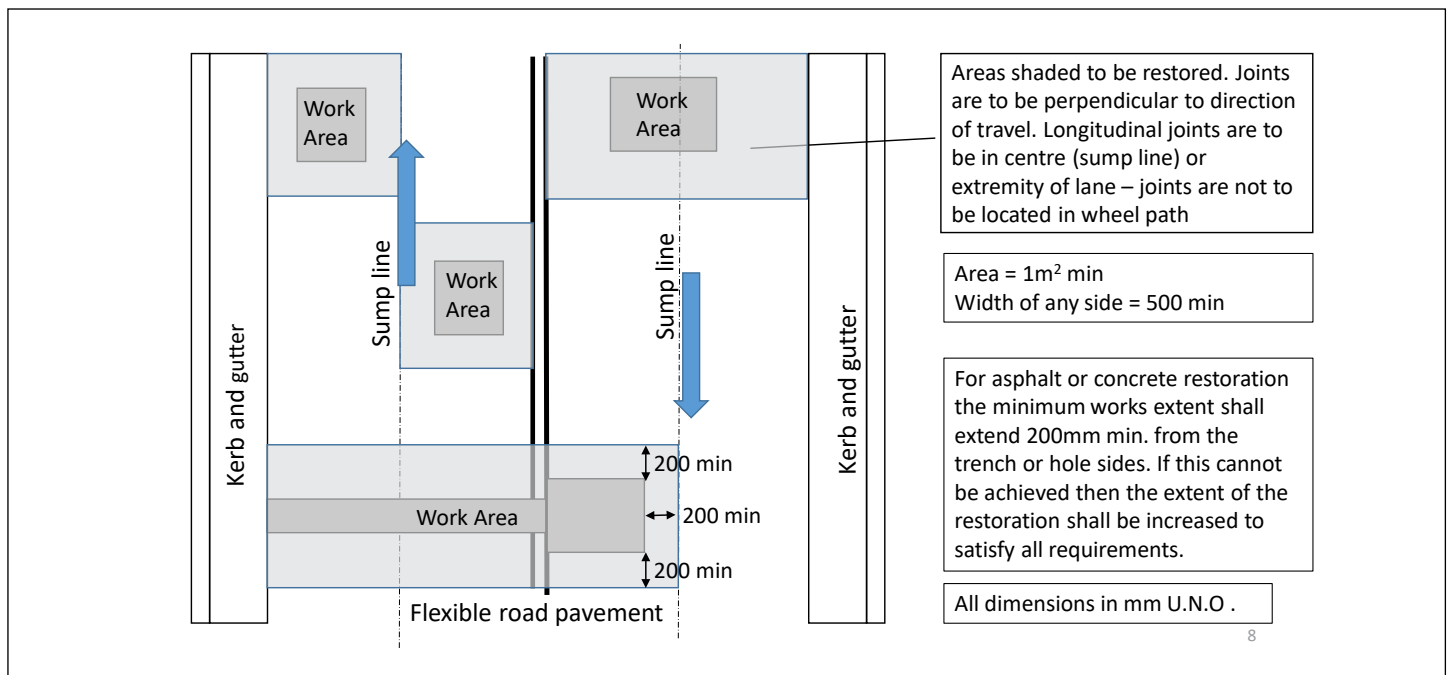
*Defective works may incur additional costs

Standard Drawing 7: Case 6 Diagonal Trench in Rigid Road Pavement



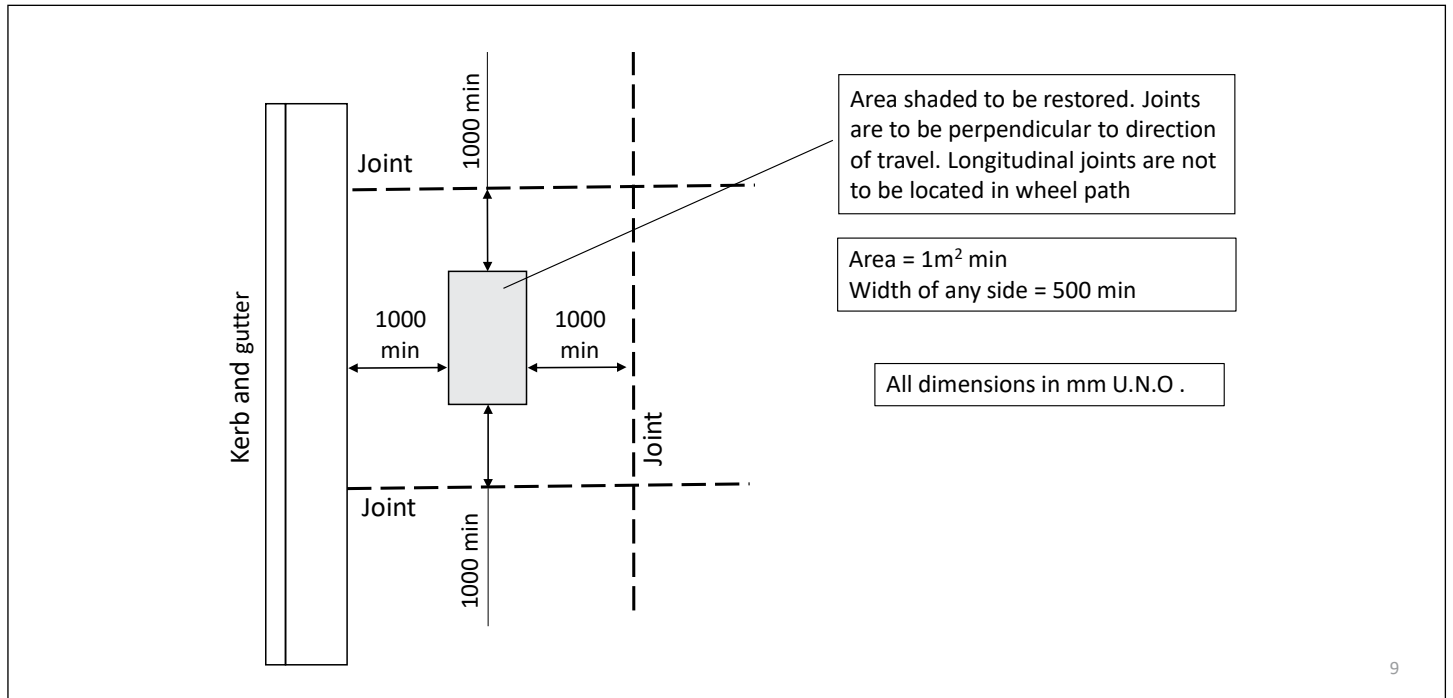
*Defective works may incur additional costs

Standard Drawing 8: Case 7 Trench Part Way in Flexible Road Pavement



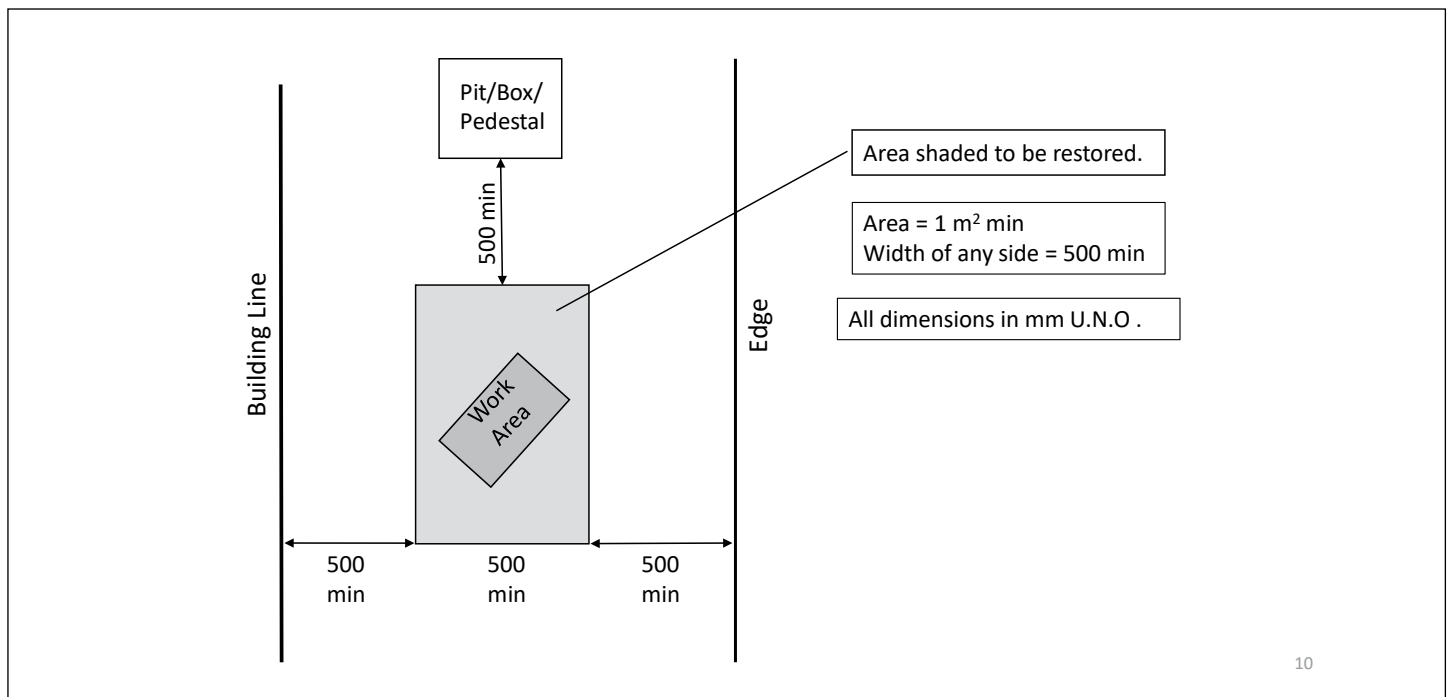
*Defective works may incur additional costs

Standard Drawing 9: Case 8 Trench Part Way in Rigid Road Pavement



*Defective works may incur additional costs

Standard Drawing 10: Case 9 Trench Asphalt Footway



*Defective works may incur additional costs

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Name as appears on card																
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Expiry Date																

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