



If you need help lodging your form, contact us		Office use only	
<b>Email</b>	council@northernbeaches.nsw.gov.au	<b>Form ID</b>	4120
<b>Phone</b>	1300 434 434	<b>TRIM Ref</b>	C003092
<b>Customer Service Centres</b>	<b>Manly</b> Town Hall, 1 Belgrave Street Manly NSW 2095	<b>Dee Why</b> Civic Centre, 725 Pittwater Road Dee Why NSW 2099	<b>Last Updated</b> November 2021
	<b>Mona Vale</b> 1 Park Street Mona Vale NSW 2103	<b>Avalon</b> 59A Old Barrenjoey Road Avalon Beach NSW 2107	<b>Business Unit</b> Transport and Civil Infrastructure
		<b>Application No.</b>	<input type="text"/>
		<b>Receipt No.</b>	<input type="text"/>

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

**When is a Site-based Operation of a Crane over a Public Road Permit required?**  
This form is to be submitted and a permit issued prior to the placement of any type of crane on private land that will be operating in the air space over Council land or roadway.

**About this Application Form:**

1. The application will not be considered for assessment until the required fees have been paid.
2. All documentation as listed in Part 6: Declaration must be submitted. Failure to provide the required information may result in the application not being accepted.
3. The processing time for the application is a minimum of ten (10) working days (excluding weekends and public holidays).
4. Placement of any on-site crane may only commence following receipt of the approval letter from Council. The consent must be kept on-site at all times during the period of placement.

## Part 1: Fees

Required Fees	Fee Amount (please tick)
Application fee	\$300
Total fees due	\$

## Part 2: Applicant Details

<b>Applicant name</b>	<input type="text"/>		
Business name	<input type="text"/>		
Business Address	<input type="text"/>		
Suburb	<input type="text"/>	Postcode	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>		

### Part 3: Location Details

<b>Address of Property</b> (Please note this address must be where the permit will apply)			
Address			
Suburb		Postcode	
Nearest cross road / street			

### Part 4: Crane Details

Duration of the permit			
Start date		End date	
Total day(s) required	Days(s)		
Council's standard permit hours are 7:00am – 5:00pm Monday to Friday and 8:00am to 1:00pm Saturday. For applications outside of these hours, an Out Of Hours Application is required for submission. This permit requires approval from Council's Environmental Compliance staff before a Stand Plant Permit can be issued. Allow up to a minimum of two(2) working days notice for an out of hours permit.			
DA Number of application			
LOT & DP / SP number			
Reason permit is required and equipment to be used			
List of roads over which lifting will take place			
Length of road or building frontage over which lifting will take place (in metres)			
Roads over which any part of the crane will operate including slewing, luffing and wind vaning.			
Will the on-site crane be installed from Council land or road?	Yes	No	
If yes – a Stand Plant Application will be required for submission. This application requires approval from Council's Transport Network staff before the assembly or disassembly of any on-site crane. Allow up to two (2) working days notice for a Stand Plant Permit.			
Will the lifting of material be undertaken from the roadway?	Yes	No	
If yes – a Works Zone Application will be required for submission. This application requires approval from Council's Transport Network staff to allow construction vehicles engaged in construction works to stand at the kerb. Allow up to ten (10) working days notice for a Works Zone Permit.			
Will the lifting of material be undertaken over a pedestrian path/footway?	Yes	No	
Has a Construction Certificate been obtained for the footing?	Yes	No	
If yes – please provide the certificate reference number here			
If yes – please provide the accredited certifier's name here			
Will any part of the crane lift, swing, vane, luff or slew over private land or Council land other than roads?	Yes	No	
If yes – you will need to obtain your own Access Agreement with each affected landowner over which the device will operate or swing over. Council does not play a role in obtaining these agreements affecting private land. A copy of the Access Agreement(s) from each affected landowner will need to be submitted.			

## Part 5: Indemnity

<b>Indemnity condition</b> (Please fill in applicant's name) <b><i>This indemnity must be completed and signed before a permit can be issued.</i></b>			
Name of applicant			
(referred to hereafter as the Permit Holder) holds Northern Beaches Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified, from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.			
Applicant signature		Date	

## Part 6: Insurance

<b>Insurance information</b> (Please fill in applicant's name)			
Permits will not be issued unless you have public liability insurance for the area you want to use. Please complete this form, giving details of your public liability insurance.			
A Certificate of Currency must be provided to Council by the insurance company before a permit is issued.			
I _____ hereby declare that I as permit holder and Northern Beaches Council are insured for legal liability to the public in respect of personal injury or property damage for a limit of indemnity of not less than \$10 million.			
Name of insurance company			
Public liability policy no.			
Period of insurance from		to	
Limit of indemnity			
I understand that this insurance shall not be cancelled or lapsed without the agreement of Northern Beaches Council and the policy document shall be endorsed to this effect. This insurance includes the cross liability clause.			
Applicant signature		Date	

## Part 7: Declaration

<b>Mandatory Attachments to Application</b> Please ensure the following attachments are submitted with this application			
A copy of a valid certificate of currency for Public Liability Insurance cover of a minimum of \$10 million with Council's name adjoined to the policy must be submitted with this application			
A site plan showing the location of the crane on the site or on the building, the area on the roadway from which material will be hoisted over and where a crane is proposed and showing the slewing and/or luffing radius over roads and surrounding properties			
Design Certification from an appropriately qualified person issued under Section 93 of the Local Government Act 1993 confirming that the device satisfies all applicable provisions of the Work Health and Safety Act, Regulations and Codes of Practice			
Where the on-site crane be mounted or fixed to a concrete footing, a Structural Certification of proposed on-site crane by an appropriately qualified person			
Where crane intrudes over private land or Council land, evidence or signed consent of the access agreement from each affected landowner must be provided (if applicable)			
All external approvals, acknowledgements or permits, subject to location i.e. Transport for NSW, Road Occupancy Licence, Sydney Buses, Forest Coach Lines and/or emergency services.			
I certify that the above information is true and correct in every detail. I have read and agree to the conditions listed above. I understand that if the information declared in this form is not true and correct, Northern Beaches Council may refuse my request.			
Applicant Signature		Date	

**1. PERMIT SPECIFICATIONS**

The permit gives the applicant approval to conduct the activity only for the days approved and only at the area(s) nominated on the application form.

The crane and footing shall be designed and installed in accordance with engineer certified designs and specifications. Cranes shall not compromise the existing street activities, through maintaining adequate clearances. The crane and footing shall be of good condition and maintained regularly to prevent injury to the general public and protect the amenity of the surrounding land. Any crane imagery shall not be illuminated.

Any modification to an approved crane design requires the submission of a further application for Council approval, accompanied with reasons to support the proposed changes. Additional information may be requested by the assessing officer in order to appropriately assess the application.

The approval of lifting activity over a public road (roadway and/or footway) is regulated through the Local Government Act 1993 and associated Regulations. Any approval granted for this activity does not endorse or approve the design or structural adequacy for a hoisting device, system or operation for the purposes of satisfying a person's responsibilities under the Work Health and Safety Act and Regulations and WorkCover - Code of Practice.

**2. ERECTION OF WARNING SIGNS AND BARRICADES**

Where lifting takes place over an area not protected by a barricade, a Transport for NSW accredited Traffic Controller must be available to control pedestrian and motor vehicle traffic, in accordance with Australian Standard AS 1742.3 and Transport for NSW - Traffic Control at Work Sites Technical Manual.

**3. TRAFFIC REGULATIONS**

Permit holders should note that normal traffic regulations apply to all permits issued. This includes enforcement of clearways during signposted times.

**4. DEVELOPMENT CONSENT**

If applicable, permits will only be issued where appropriate Development Consent, Development Application or Construction Certificate, exists for the subject address.

**5. PUBLIC AND SITE SAFETY OR ACCESS**

All work undertaken and the management of pedestrians and vehicles shall comply with the Work Health and Safety Act. Materials and rubbish must not be left on the footpath, roadway or in any way that inconveniences public use of the area. Responsibility for pedestrian and road users' safety rests with the applicant from the commencement of work until completion.

**6. INDEMNITY AND PUBLIC LIABILITY INSURANCE**

The event applicant shall indemnify Northern Beaches Council against all claims for damage or injury that may result from the activity or occupation of part of the public way during the activity. A copy of the applicant's current public liability insurance providing coverage for a minimum sum of \$10 million must be supplied to Council before the permit will be issued.

It is the applicant's responsibility to ensure Council has a copy of the current policy.

**7. ENVIRONMENTAL PROTECTION**

The applicant is responsible for any environmental pollution resulting from the activity. Should pollution occur, the applicant is responsible, at their own costs, for returning the affected area to its original condition prior to the pollution.

If the applicant does not comply, Council may undertake the necessary work and the applicant will be required to reimburse Council for the cost of this work. On-the-spot fines can apply to corporations or individuals who fail to prevent pollution of public land - not less than \$4,000 per individual or \$8,000 per corporation as per the Protection of Environmental Operations Act 1997.

**8. PERMIT TO TRANSFER**

Permits may be transferred to another date and activity may only commence following receipt of the approval letter from Council. If the permit is to be transferred, the applicant must notify Council in writing no less than 2 weeks in advance of the permit expiry date.

Permits cannot be transferred retrospectively.

**9. CANCELLATION**

Council reserves the right to cancel the permit at any time if the activity fails to comply with conditions of approval or any activity contravening the Roads Act 1993, Local Government Act 1993 or any other relevantly applicable legislation. This may include the issue of a Penalty Infringement Notice or institution of legal action.

**The permit shall be retained at the site and produced for inspection by an authorised Council Officer at any time during the period of the permit.**

**10. NOTIFICATION**

Cranes shall not be erected or encroach on any public land or neighbouring properties. Where a crane is proposed to overhang, hoist or slew over on another parties' premises/property, the applicant must obtain written approval from the relevant person prior to use of the crane. Any concerns or requirements raised by the affected party must be resolved or accommodated prior to the use of the crane.

A copy of the written approval is to be provided to Council.

**11. A LETTER OF APPROVAL**

If required, a copy of the approval from affected residents, Transport for NSW, State Transit Authority, Forest Coachlines and/or Emergency Services must be submitted to Council prior to the event date.

**12. TRANSPORT FOR NSW APPROVAL**

A separate concurrence from Transport for NSW must also be obtained when lifting takes place within 100 metres of traffic signals and/or on any State or Regional Road as listed below. Any conditions specified by the Transport for NSW that may impact their road network including approved hours of work will reflect Council's approvals.

List of State and Regional Roads		
Street	From	To
Abbott Road	Pitt Road	Harbord Road
Adams Street	Bennett Street	Griffin Road
Allambie Road	Kentwell Road	Warringah Road
Balgowlah Road	Kenneth Road	Pittwater Road
Barrenjoey Road	Pittwater Road	Beach Road
Beach Road	Barrenjoey Road	Ocean Road
Beacon Hill Road	Old Pittwater Road	Warringah Road
Belgrave Street	Raglan Street	East Esplanade
Bennett Street	Oliver Street	Adams Street
Bridge Road	Manly Lagoon	Greycliffe Street
Burnt Bridge Creek Deviation	Sydney Road	Condamine Street
Campbell Avenue	Fisher Road	South Creek Road
Carawa Road	Willandra Road	Fisher Road North
Cavill Street	Dalley Street	Lawrence Street
Clontarf Street	Wakehurst Parkway	Frenchs Forest Road
Commonwealth Parade	West Esplanade	The Crescent
Condamine Street	Sydney Road	Pittwater Road
Dalley Street	Queenscliff Road	Cavill Street
Darley Street	Barrenjoey Road	Pittwater Road
Dee Why Parade	The Strand	Pittwater Road
Fisher Road North	Willandra Road	Lynwood Avenue
Forest Way	Warringah Road	Mona Vale Road
Frenchs Forest Road	Clontarf Street	Sydney Road
Garden Street	Pittwater Road	Powderworks Road
Greycliffe Street	North Steyne	Queenscliff Road
Griffin Road	Adams Street	The Strand
Harbord Road	Lawrence Street	Pittwater Road
Hill Street	Rosedale Avenue	Sydney Road
Kenneth Road	Condamine Street	Balgowlah Road
Kentwell Road	Pittwater Road	Allambie Road
Lauderdale Ave	Rosedale Avenue	The Crescent
Lawrence Street	Cavill Street	Harbord Road
Liberator General San Martin Drive	Full length	
Lynwood Ave	Fisher Road North	Fisher Road
Manly Road	Spit Bridge	Sydney Road
McCarrs Creek Road	Mona Vale Road	Pittwater Road
Mcintosh Road	Willandra Road	Fisher Road
Mona Vale Road	K. M. Boundary	Pittwater Road
North Steyne	Manly Lagoon	Raglan Street
Ocean Road	Beach Road	Palm Beach Road
Old Pittwater Road	Pittwater Road	Beacon Hill Road

Oliver Street	Pittwater Road	Bennett Street
Pitt Road	Griffin Road	Abbott Road
Pittwater Road	Raglan Street	McCarrs Creek Road
Powderworks Road	Garden Street	Mona Vale Road
Queenscliff Road	Greycliffe Street	Dalley Street
Raglan Street	North Steyne	Belgrave Street
Rosedale Avenue	Lauderdale Ave	Hill Street
South Creek Road	Campbell Avenue	Pittwater Road
Sydney Road	Frenchs Forest Road	Belgrave Street
The Crescent	Lauderdale Ave	Commonwealth Parade
The Strand	Griffin Road	Dee Why Parade
Wakehurst Parkway	Clontarf Street	Pittwater Road
Warringah Road	Roseville Bridge	Pittwater Road
West Esplanade	Commonwealth Parade	Belgrave Street
West Head Road	Full length	
Winbourne Road	Harbord Road	Pittwater Road
Willandra Road	Warringah Road	Carawa Road

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ACCORDING TO PROCEDURES**

Credit Card Details			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card																
Card Number																
Expiry Date																

Signature															
Daytime Phone Number															
Date															

Please note: Payment card surcharge of 0.5% applies

Office Use Only																
Application No.																

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