

APPLICATION FORM AND CONDITIONS



PERMIT FOR WORK ZONE

North Sydney Council is responsible for the approval of work zones in the North Sydney local government area.

This form includes five sections:

- applicant's details
- locality sketch
- indemnity
- insurance details
- permit conditions

To apply for a permit, please complete all relevant sections and return it with payment (application fee only) to the Customer Service Centre, Council Chambers, 200 Miller Street, North Sydney.

Permits are issued subject to the conditions attached here. Please make sure you read the conditions before applying for a permit.

FEES FOR 2011/2012

APPLICATION FEE: \$644 (non-refundable)

Commercial and Mixed Use Areas/Neighbourhood D:

Parallel Parking

Areas WITH parking meters \$98 per linear metre per week (based on average revenue raised per metre per week)

Areas WITHOUT parking meters \$73 per linear metre per week

Angle Parking

Areas WITH parking meters \$235 per linear metre (based on average revenue raised per metre per week)

Areas WITHOUT parking meters \$174 per linear metre per week

Other Areas:

Parallel Parking

Areas WITH parking meters \$62 per linear metre per week (based on average revenue raised per metre per week)

Areas WITHOUT parking meters \$52 per linear metre per week

Angle Parking

Areas WITH parking meters \$149 per linear metre (based on average revenue raised per metre per week)

Areas WITHOUT parking meters \$124 per linear metre per week

Reinstallation of Signs:

(including modification of length) \$376 (if applicable)

Please note:

- Fees are reviewed annually.
- Incorporate details of any loss of parking caused outside the construction zone by virtue of narrow road width.
- Commercial and 'mixed use' zones are as shown in the North Sydney Local Environmental Plan (NSLEP) 2001.
- If the builder uses any additional bays during construction, the applicable fee will be charged.
- Whole parking bays are to be used, not partial bays.
- Works zone signs will be installed for a minimum period of one month.

NORTH SYDNEY COUNCIL
PERMIT FOR WORK ZONE

SECTION 1 - APPLICANT'S DETAILS

I (*name*) _____ wish to apply for a permit for a work zone.

Applicant's Name: _____ Phone No. (business hours): _____

Business Name: _____

Business Address: _____

PROPERTY SITE DETAILS

DA No: _____ DA Approval Date: _____

Address: _____

Suburb and Postcode: _____

Site Contact Person: _____ Contact No: _____

DETAILS OF PERMIT REQUEST

Length (in metres) _____ Duration of work (no. of weeks) _____

DURATION OF PERMIT

Start Date: _____ End Date: _____

I have read and understand the conditions for this permit and agree to comply with these and any other conditions set by North Sydney Traffic Committee for the duration of the permit. I understand that failure to comply with these conditions may result in the immediate cancellation of the permit and removal of the work zone.

Signature: _____ Date: _____

PRIVACY STATEMENT

Personal details requested on this form will only be used for the purpose of processing your application. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council may not be able to process your application. Access to the information is restricted to Council officers and other authorised people. You may make application for access or amendment to information held by Council. Applications by members of the public to view Council's records are subject to the provisions of Council's Privacy Management Plan, *Section 18 Government Information (Public Access) Act 2009 & Schedule 1 - Government Information (Public Access) Regulation 2009.*

I have read and understand the Privacy Statement

Signed: Date:

FOR COUNCIL USE

Permit Application Fee (Code 153): \$ _____ Work Zone Fee (Code 153): \$ _____

Total: \$ _____ Permit No: _____

Receipt Number: _____ Date: _____

Council Inspection Date: _____ Officer Present: _____

Inspection Approved: Yes No

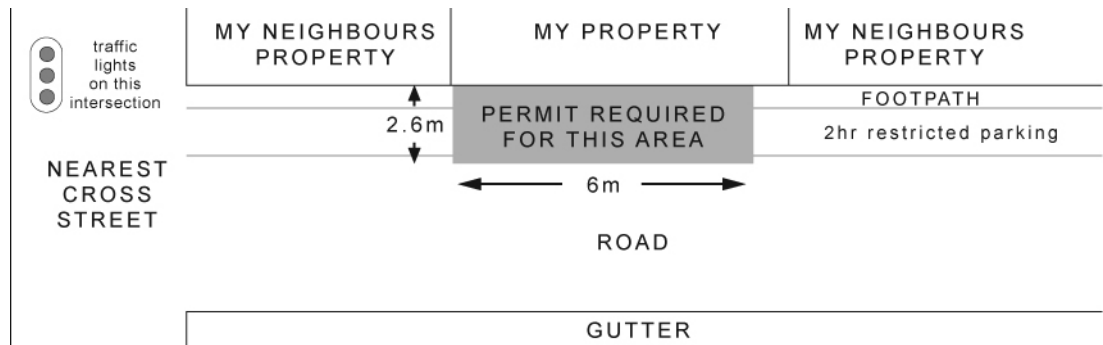
Conditions/Comments: _____

Traffic Committee Approval Date: _____ Authorised by (*name*): _____

SECTION 2 - LOCALITY SKETCH

Please draw a rough sketch indicating the street, relevant properties, nearest cross street or intersection, approximate length of work zone and section of footpath to be used for which you require a permit. Please also indicate any metered parking or other parking restrictions, one way streets, traffic calming devices or other relevant information.

EXAMPLE



NORTH SYDNEY COUNCIL
PERMIT FOR WORK ZONE

SECTION 3 - INDEMNITY

This indemnity form must be completed and signed before a permit can be issued.

Name of Applicant: _____

(referred to hereafter as the Permit Holder) holds North Sydney 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.

Signed: _____

Date: _____

NORTH SYDNEY COUNCIL
PERMIT FOR WORK ZONE

SECTION 4 - INSURANCE DETAILS

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.

All Certificates must include the following information:

- North Sydney Council to be noted as an interested party.
- A limit of liability of at least \$10M.
- Amounts to be denominated in Australian dollars (AUD) in the first instance.
- Relevant jurisdiction to include the Australian Commonwealth.

INSURANCE INFORMATION

I hereby declare that I (name of applicant) _____
as permit holder and North Sydney Council are insured for legal liability to the public in respect of personal injury and 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 lapse without the agreement of North Sydney Council and the policy document shall be endorsed to this effect. This insurance includes the cross liability clause.

Signed: _____

Dated: _____

NORTH SYDNEY COUNCIL

PERMIT FOR WORK ZONE

SECTION 5 - PERMIT CONDITIONS

1 FEES

The application fee must be paid in full before a permit is considered. All additional fees must be paid in full before a permit is issued and the works zone is installed. An invoice detailing this amount will be faxed or posted to the applicant. Licence payments must be made to Council prior to the due date which is 14 days from the invoice letter date. Failure to pay the licence by the due date may result in the Works Zone being removed.

2 HOURS OF OPERATION

The work zone area must be signposted 'Work Zone' with appropriate hours of restriction. Operating hours are normally from 7.00 am to 5.00 pm Monday to Friday and 8.30 am to 12.30 pm on Saturday. Any variation to these times must be approved in advance by North Sydney Traffic Committee. Unless signposted otherwise, work zones will revert to normal parking outside these operating hours.

3 PEDESTRIAN SAFETY

The applicant must provide safe pedestrian access through the work zone area during the hours of operation. If alternative arrangements for access need to be made, these must be approved in advance by the North Sydney Traffic Committee.

4 VEHICLE ACCESS

Vehicles are not to be parked in work zone areas at any time, unless delivering or collecting goods and/or materials. In this case, the following Australian Road Rule applies:

A driver must not stop in a work zone unless the driver is driving a vehicle that is:

- engaged in construction work in or near the zone
- permitted to stop in the work zone under another law

A work zone is a length of road to which a work zone sign applies. Council reserves the right to remove work zone signage and replace it with no stopping signage if vehicle access conditions are not met in full. Please note that Council is not responsible for urgent maintenance work carried out at any time by the Roads & Traffic Authority (RTA) that may render the work zone permit invalid. In this instance, no refund or compensation will apply.

5 STORAGE

Goods and materials are not to be stored in work zones. If storage is required, a separate permit must be obtained in advance from Council. Additional fees may apply.

SECTION 5 - PERMIT CONDITIONS (Continued)

6 APPROVALS

When applying for a permit you should allow a minimum of six weeks for relevant approvals to be sought and obtained. All applications which fall within the areas of Milsons Point, McMahons Point, North Sydney CBD, St Leonards and Crows Nest Shopping Centre, any state road or which otherwise are considered to potentially have a major impact on traffic may require further approvals. These may include the North Sydney Traffic Committee and Planning & Developmental Services Division, or other external authorities such as the NSW Police or the RTA.

7 SKIPS IN WORK ZONES

All skips should be located within the construction site boundaries and not in the work zone area. Permission to locate a skip in the work zone area will only be granted in exceptional circumstances where no storage space is available within the site. A separate application will be required for a skip.

The following conditions apply to skips used in work zones:

- skips must be removed from work zones outside the normal hours of operation unless a separate permit is obtained.
- the skip must be less than 2.5 metres wide
- the skip must not impede vehicle or pedestrian access
- all skip placement is at the discretion of Council. Certain areas within North Sydney, i.e. North Sydney CBD, Crows Nest, St Leonards and Neutral Bay are subject to strict limits on the placement of skips.
- skips may be removed by order of Council if any of the conditions above are breached.

8 MOBILE CRANE/CONCRETE PUMPS IN WORK ZONES

These may be used within the work zone area, subject to the following conditions:

- the plant must be wholly contained within the work zone area
- the plant must not exceed 2.5 metres in width
- the plant must not operate outside the hours signposted by the work area zone
- warning signs, barricades, and traffic lane markers ('witches hats') must all be used to control traffic flow and provide adequate warning to pedestrians
- traffic controllers are to be used to control pedestrian access if the footpath is not protected by an appropriate hoarding
- no materials or rubbish may be left on any Council roadway or footpath, or to the inconvenience of the public
- it is the applicant's responsibility to obtain any other permits from relevant authorities such as NSW Police and/or the RTA
- all other conditions listed on the 'North Sydney Council - Permit to Stand Plant' must be adhered to.

No additional fees are payable for operating a mobile crane and/or concrete pump within the works zone, provided that Council conditions are adhered to. For uses outside Council conditions, a separate permit to operate a mobile crane and/or concrete pump may be required and an additional fee payable. The Council can advise you further.

SECTION 5 - PERMIT CONDITIONS (Continued)

9 INDEMNITY AND PUBLIC LIABILITY INSURANCE

Evidence of public liability insurance, i.e. a Certificate of Currency from your insurance company, must be included in your application.

10 CANCELLATION AND VARIATIONS

The Council enforces work zone areas within North Sydney through regular inspections. Council reserves the right to revoke any work zone permit at any time without refund or compensation if any of the conditions of use are breached. Council requires two weeks' notice of changes to the duration of a work zone. Notice of change must be given in writing.