

CONSTRUCTION WORKS ZONE APPLICATION FORM



LODGEMENT AND PAYMENT OF APPLICATION: You can lodge and pay for your application via:

Email: customerservice@huntershill.nsw.gov.au

A tax invoice will be sent via email for payment when your application has been accepted by Council Payment MUST made within three (3) working days of receipt of invoice and can be paid using credit card
Credit card payment details outlined on tax invoice



Council: Hunters Hill Council, 22 Alexandra Street, Hunters Hill
8.30am-4.30pm, Monday-Friday – **Payment by CASH, CHEQUE OR CARD**



Mail: Hunters Hill Council, PO BOX 21 Hunters Hill NSW 2110 – **Payment by CHEQUE ONLY**

Please note: Your application will **NOT** be processed until **FULL** payment has been received.
If paying by CREDIT CARD, an additional 0.53% processing fee will apply

Office Use	Fee Paid: \$	Receipt No:	Date:
	Application Number:		

Construction Works Zone Permit Fee (GST exempt)

\$205 APPLICATION FEE IS REQUIRED UPON LODGEMENT OF APPLICATION. COUNCIL WILL ADVISE THE APPLICANT OF THE REMAINING FEE UPON PROCESSING THE APPLICATION.

NOTE: PAYMENT OF APPLICATION FEE DOES NOT GUARANTEE APPROVAL OF THE APPLICATION.

No. of lineal metres x \$28.65 for residential developments x No. of weeks

No of lineal metres x \$52.20 for commercial developments x No. of weeks

Signage Fees (if installed by Council) - \$780.00

Renewal fees \$76.70 before expiry date per renewal

Renewal fees \$153.45 after expiry date per renewal

0.53% service charge (incl GST) applies to all credit card payments

About Construction Works Zone

1. A Construction Works Zone is that portion of a public road in which a motor vehicle may stand only if the vehicle is engaged in construction work in or near the zone.
2. Construction Works Zone is provided to facilitate the efficient operation of construction projects and to minimise traffic disruption. They are not for parking of workers' vehicles.

Development Application details

Is there a current Development Application (DA) lodged with Council for this property? Yes No

DA Number: CC number:

Applicant details

Surname:	<input type="text"/>	First Name:	<input type="text"/>
Company Name:	<input type="text"/>		
Email Address	<input type="text"/>		
Postal Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Contact number:	<input type="text"/>		

Declaration

I have received approval from the Traffic Sergeant of Gladesville Police and attached with this application. I agree to abide by the conditions of this permit as stated above, and understand that the permit can be cancelled if I fail to do so. I declare that my public insurance indemnifying Council in the event of any claim arising from my use of the site is current and effective and a copy is attached with this application.

Applicant Signature: Date:

Site details

Address:
Suburb: Postcode:
Proposed length of Construction Works Zone:
Period Required: Dates from: To:
Hours/Days of the week

Documents to be supplied

- A copy of Public Liability Insurance
- Traffic Control Plan, must be certified by an accredited RMS ticket holder.

Customer Service sign off

I verify that I have cited the documents:

- Public liability insurance (minimum \$20 Million) must be provided indemnifying Hunters Hill Council
- Approval from the NSW Police
- Traffic Control Plan, Must be certified by an RTA Red/Orange ticket holder

Customer Service Name: Signature:

CONSTRUCTION WORKS ZONE TERMS AND CONDITIONS



Terms and Conditions:

- A Construction Works Zone permits a vehicle to park in the parking lane only. Occupation of/craning over the footpath area or traffic lane is subject to approval of separate applications to Council.
- The Applicant/Plant operator shall comply with Australian Standard AS1742.3 Traffic Control Devices for works on roads.
- The applicant shall undertake to comply with the conditions and requirements of Work Cover Authority NSW and Council Policies
- A copy of Public Liability Insurance must be provided indemnifying Hunters Hill Council, to a value of no less than \$20 million, against claims from accidents associated with the Construction Works Zone.
- Unless varied due to specific circumstances, the works zone will be timed to operate from 7am-5pm, Monday-Saturday or as per construction work hours permitted by relevant construction approval.

Expiry of Work zone

At the expiry of the approved Work Zone period, the applicant must notify Council in writing that the Work Zone is no longer required and state the reasons why (e.g. building work is completed). The applicant must provide 7 days' notice if the signs are required to be removed prior to the Expiry Date.

If payment is not received within four (4) weeks of the date of the letter approval (refer 2 above) the application will be deemed to have lapsed.

Construction Works Zone application process:

1. The application will be considered at the Hunters Hill Traffic Committee and then referred to the Council for resolution. The process will generally take between four (4) to eight (8) weeks.
2. A Construction Works Zone has a minimum period of two (2) months, and a maximum initial period of six (6) months.
3. If your application is approved, the zone will only become active after signs have been installed by Council (approximately two (2) weeks after payment of the Construction Works Zone Permit Fee).
4. Once a determination has been made, you will be advised in writing of the outcome of this application, including, as may be applicable, any conditions to the Work Zone and the applicable installation fee.
5. The Works Manager is authorised to approve extensions of the Construction Works Zone approval after the initial six (6) month period, if circumstances warrant such action. The Construction Works Zone signs will be removed at the earlier of either completion of construction project or expiry of the approved paid period.

Construction Works Zone Conditions / Site unsuitable for approval:

The following locations are unsuitable for designation as a 'Construction Works Zone':

- Where any of the following restrictions are signposted - No Stopping, No Parking, Bus Zone, Mail Zone, Taxi Zone
- Within the statutory 20 metres on the approach side or 10 metres on the departure side of a pedestrian crossing or bus stop unless parking is otherwise normally permitted
- Within the statutory 10 metres of an intersection unless parking is otherwise normally permitted
- On a hill or curve where the view of the Construction Zone is not clear for at least 50 metres

Signature

I hereby state that I have read and understand the above Construction Works Zones Terms and Conditions.

Applicant Signature:

Date: