

Road and Verge Authorisation Application Form - Section 221

Construction of Invert/Kerb - Construction of Driveway/Crossover - Installation of Underground Electrical Service - Installation of Stormwater Pipe - Verge Improvements & Additions Section 221 of the Local Government Act 1999

To complete this form electronically, please download and complete in Adobe.

Applications must be submitted with payment 5 WORKING DAYS prior to intended commencement of works. Works MUST NOT COMMENCE without Council's authorisation.

Application Fee Payable

Construction of concrete invert/kerb Construction of driveway crossover Installation of underground electrical service	ee
Construction of driveway crossover Installation of underground electrical service	
Installation of stormwater pipe \$71.00	
Verge improvements & additions (landscaping, paving etc)	

Payment Authorisation

Card type (Amex Not Accepted)	Visa	MasterCard	
Card number			
Expiry date		CCV number	
Amount to be charged to card (a one off application fee of \$71 payable for each Application Form submitted)	\$71.00		
Card Holders Name			
Card Holders Signature			

	Council Use Only		
	Receiving officer	Receipt number	
ľ			





Applicant Details	
Applicant type	Property Owner Company
Company name (if applicable)	
Company ABN (if applicable)	
Contact name	
Postal address	
Phone numbers	
Email	
A Certificate of Currency (proof of specified Public Liab Town of Walkerville as an interested party must accorn the "Click here to attach files" option to include in your of Click here to attach files Location of Works	vility Insurance Policy) with a public risk of at least \$10 million and endorsed to include the application. Either include a copy with your hard copy application form or select electronic application.
Name of site (if applicable)	
Street number	
Lot number	
Street name	
Suburb	
Description of Works	
Turne of works	Construction of concrete invert/kerb

Type of works	Construction of concrete invert/kerb
	Construction of driveway crossover
	Installation of underground electrical service
	Installation of stormwater pipe
	Verge improvements & additions (landscaping, paving etc)
Intended commencement date	
Intended completion date	







Details and Specifications of Proposed Works

Is there a constructed footpath? If yes, please identify: Concrete/Paved/Rubble/Lawn (specify any structures or objects including details of location, extent of alteration, materials proposed, location of any plant species to be planted).

Sketch Plan

Either provide a sketch plan below and include in your hard copy application form or select the "Click here to attach files" option to include in your electronic application.

Click here to attach files







Applicant Acknowledgement

I, the Applicant, hereby acknowledge that I have read and understood all Conditions of this Permit and agree to abide by, and be bound by them in addition to any Special Conditions that may be placed on the application. I further acknowledge that the Council is not liable for any injury, damage or loss resulting from the granting of this permit and that I, the Applicant, indemnifies and holds harmless the Council in respect of any claim that may arise from such injury, damage or loss.

Name	Position	
Signature	Date	

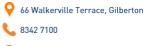
Lodgement of Form

You can lodge your form by clicking the "Submit via email" button, or alternatively select the "Print form" button and post to PO Box 55 Walkerville SA 5081 or deliver to 66 Walkerville Terrace Gilberton. If you require further assistance, please call our friendly Customer Experience Officers on 8342 7100.

Submit via Email Print Form

Save Form





Acknowledgement Conditions

The issuing of this Permit is subject to:

- a) The Applicant agreeing to the General Conditions and Provisions included in this document.
- b) The Applicant agreeing to any/all Special Conditions that the Council may determine and attach to the Permit.
- c) The Applicant complying with the Specifications for the Construction of an Invert/Crossover included in this document.
- d) The Applicant complying with the Standard Specification for Works on Council Roads & Footpaths included in this document.
- e) The Applicant complying with the relevant Specification Tables included in this document.

The Applicant further agrees:

- a) Driveway storm water is to be disposed to the street watertable (kerb & gutter) where appropriate.
- b) Any crossovers, inverts or paving which become redundant due to the new work are to be reinstated to Council's satisfaction at the Permit Holders expense.
- c) Heavy duty crossovers are required to all properties other than residential driveways.
- d) A plan drawn to an appropriate scale is required. This plan must show precise locations, including measurements of any existing and proposed crossovers, drains, electrical or water connections etc with locations of any Stobie Poles, trees or other infrastructure. It must also show the locations of any relevant parts of buildings on the land.
- e) The ongoing maintenance (including damage and general wear and tear) of all items covered by this Permit is the responsibility of the Permit Holder.
- f) Trees or vegetation on Council controlled infrastructure or land must not be removed to enable proposed works to proceed, unless Council approval is grant prior to works being undertaken.
- g) Infrastructure must be reinstated to Council's satisfaction.
- h) This permit must be approved in writing by Council, prior to any work proceeding. All work is to be approved by Council and notice must be given to the appropriate Council officer, before the commencement of the approved work.
- i) To ensure the verge development works within the verge result in an even surface.
- j) To ensure the verge development does not cause interference to, or cause loss of, view to pedestrian movement across the verge area and for Motorists entering streets from private property or adjoining streets and intersections.
- k) If the condition of the verge development is altered in any other way than the approved development, Council must be notified immediately.
- I) For a verge development, to accept full responsibility for the maintenance of the verge. In the event the verge is not maintained to the satisfaction of the Council, to pay for all costs associated with the verge removal.





Verge Development Guidelines and Conditions

1. General

Many property owners prefer to manage the Council owned area in front of their residences to a different standard than the service level provided by Council to enhance the visual appeal of the property. The strip of Council owned land between the kerb and the property boundary is known as the 'verge'. Verge developments permitted are approved according to these guidelines, to ensure public safety.

Where property owners choose not to, or are unable to maintain the verge adjacent their property, Council will service this area to the following standards:

- a) Council will ensure the verge surface is even and free of potholes and depressions or mounds that may present a trip hazard to pedestrians.
- b) Council will treat any verges where proclaimed pest plants have been identified.
- c) Weed spraying as required.

Council will not subsidise or assist with the development of verges in any form or manner. Any developed verge by a resident must be fully maintained by the resident and any plantings should be kept in reasonable health and not over grown with weeds.

Council relies on the goodwill of the residents to maintain the verge. If the home owner does not maintain the verge of long grass, when the height is over 300 mm, Council will apply a treatment necessary to ensure pedestrian safety. In the first instance this will mean spraying of the tall grass.

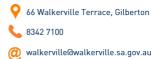
Service Authorities have access and rights over this portion of the road reserve. The verge area may be occupied (above or below the ground) by the following:

- a) Electricity underground/overhead wiring, pits and poles.
- b) Telecommunications wiring, pits and poles.
- c) Gas mains.
- d) Water mains and connections.
- e) Sewer mains and connections.
- f) Town of Walkerville storm water drainage systems (including the concrete kerbing).
- g) Town of Walkerville footpath.
- h) Town of Walkerville street furniture, signage, bus shelters and street trees.

2. Development

The Local Government Act 1999 requires that all private development of the verge has Council approval. Property owners may develop their verge areas, provided the type or form of development maintains the following:





- a) Pedestrian access along the verge area in preference to walking on the roadway, regardless of whether a footpath has been constructed or not.
- b) Traffic sight line distance.
- Service Authority and Council access for installation of new services and maintaining c) services.
- d) Provision is made for Council Street Tree/s as per the Council's street tree planting program.
- Where a property owner develops the verge, the responsibility for ongoing maintenance rests e) with the property owner. The development may be removed by Council where adequate maintenance is not carried out.

3. **Verge Treatment Options**

The following verge treatments are permitted and are suitable for safe pedestrian access:

- Mulch beds (1.5m wide path must be provided to Councils standards and manufacturers a) specifications).
- Rubble path (compacted). b)
- c) Low plants (maximum 500mm height).
- Paved footpath (1.5m wide to be constructed to Council's standards and manufacturers d) specifications).
- Turf (irrigated and unirrigated).

4. **Synthetic Turf**

Synthetic Turf creates a non-permeable surface and can have a negative impact on the environment. These impacts include:

- Increased surface temperature;
- Increased air temperature;
- Inhibits tree's ability to absorb water which in turn causes stress to the tree(s) and can result in tree roots causing infrastructure damage in search of water.

As such Council does not allow the installation of synthetic turf on any verge within the township.

5. **Planting**

Planting with flora that is drought tolerant and suited to hot, dry summers is preferred and is to be maintained to a maximum height of 500mm or not obstructing corner sight distance, with the exception of Council managed street trees. All planting must accommodate existing street trees and consider the needs and conditions of Council and various Service Authorities as well as the requirement to ensure clear pedestrian access along the verge area. If no street trees are present, provision must be made for the future planting of trees on all property frontages.





6. Solid Construction

Public safety is Council's highest priority and therefore Council does not permit structures such as fences, walls and letterboxes within the verge area. Australia Post also requires all letterboxes to be located on the property boundary.

7. Irrigation Systems

Property owners may install below-ground irrigation systems (including pop-up sprinklers, below ground drippers and 'leaky-pipe' systems) provided the property owner accepts all responsibility for all on going repairs and maintenance.

8. Reinstatement

When any development of a verge is altered or removed by the activity of a Service Authority, reinstatement will be subject to negotiation between the property owner and that Service Authority. Where a Council activity or operation alters or removes a conforming verge development, Council will endeavour to restore the verge to a reasonable standard.

9. Trafficable Area and Paved Footpath Construction

An area (nominal width of 1.5 metres) to serve as a pedestrian refuge is to be left clear for general pedestrian access, this area should be levelled grass or lawn, a compacted rubble surface or sealed by paving. Any development of a verge without an existing concrete or block paver footpath must allow for the possible future construction of a footpath by Council.

Where a property owner desires as part of a verge development to construct a paved footpath (where no paved footpath exists on adjoining verges) its location within the verge and the materials used for its construction shall be parallel to the road pavement at an even spacing from its edge, and of a consistent width, with variations only to avoid objects including trees, major telecommunication pits and electricity poles and shall be to Council specification. Construction shall be at the property owner's cost and shall be maintained by the property owner, in a safe and trafficable condition at all times.

The recommended pavers shall be the "Best Lock 60 Claret" paver on side roads and the "Best Paver 60 Claret" rectangular paver on main roads. Pavers must be laid flat and levels must match connecting infrastructure and pits, eg Telstra Service Pits. Service pits must be brought up to height if required at resident cost. Council will inspect service pit integration and will on charge residents if required.

10. Removal or Modification of Existing Development

Where any verge has been developed (either before the adoption of these guidelines or following its adoption) in a manner contrary to these guidelines and Council considers that the verge development could cause or is causing a hazard or obstruction to the public or Service Authority, then Council shall require the development to be removed or modified to Council's satisfaction.

Any such removal or modification shall be at cost to the property owner except where Council deems otherwise.





Work that will Impact Council Owned Streets, Roads or Council Owned Infrastructure or Council Controlled Land Guidelines and Conditions

1. Drainpipe Across Verge

To carry off storm water only to watertable (kerb & gutter):

- a) For residential properties where the storm water pipe will not be subject to vehicular traffic, a sewer grade PVC pipe is required.
- b) For properties where 80mm of cover above top of pipe cannot be provided, tubular or box section Zincalume Steel or similar approved.

Note: The storm water pipe is to be installed into the watertable using a suitable storm water kerb adaptor.

2. Temporary Crossings Over Footpaths

The area of the work and its immediate vicinity must be kept safe for pedestrians at all time. Warning signs and bunting must be erected during works.

3. Concrete Works

Where approval has been given for street works involving concrete, the following conditions shall apply:

- a) No concrete equipment shall be cleaned in the street, and no cement slurry or other materials to be allowed to enter a catchpit (storm water system).
- b) On completion of concrete works the street to be thoroughly cleansed of all cement and other materials or rubbish associated with the work.
- c) In heavily trafficked streets, vehicles associated with concrete works shall NOT be maneuvered to or from the site during peak traffic hours 8 to 9 am and 4 to 6 pm. Prior to the commencement of any works the Council will confirm whether the street, the subject of this Permit, is heavily trafficked.

4. Laying of Underground Electrical Service

- a) The underground cable is to be laid at a minimum depth of 0.6 m below the present or future surface, whichever is the lower.
- b) The underground cables shall be laid from the ETSA pole to the building alignment of the property, at 90° to the kerb line.
- c) Cables shall be laid in accordance with the Australian Standard Specification SAA Wiring Rules AS3000 1991, and the ETSA service requirements.
- d) When the distance from the service point is greater than 3 meters along the verge, Council requires an ETSA service pit to be installed.
- e) On completion of the work, the footpath is to be left in a tidy and safe condition. The reinstatement of the trench is to be undertaken at the permit holder expense to the satisfaction of Council





- f) The electrical contractor shall erect signs, barricades and lights to the satisfaction of the General Manager Infrastructure Services, adjacent to the excavation.
- g) The Council shall not accept responsibility for any damage or claims resulting from the laying of the service. No responsibility will be accepted by the Council for any damage to the service from any causes whatsoever.
- h) Any future alterations necessary through road widening or other works shall be carried out at no cost to the Council.
- i) The service shall remain during the pleasure of the Council.
- j) Prior to submitting this application, the electrical contractor shall contact Dial Before You Dig, ETSA, Telstra and other appropriates organisation, to ascertain the location of underground plant and any special precautions necessary.

5. Verge Development

Refer to Verge Development Guidelines.

6. Plan Requirement

A plan must be submitted with this application at a scale of 1:500 (electrical service) or 1:200 (other works) showing the:

- a) location of the property in relation to the street alignment;
- b) position of ETSA pole and precise location of cable showing measurements;
- c) location of proposed driveway/invert, landscape or storm water outlet;
- d) location of any plant species to be planted;
- e) location of any current or proposed paved or rubble footpath.

7. Indemnity

The Permit Holder agrees to indemnify and to keep indemnified the Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the permit.

8. Insurance

The Permit Holder or (if the works are being undertaken by a Contractor) any Contractor must take out and keep current a public risk insurance policy in the name of the Permit Holder or Contractor insuring the Permit Holder or Contractor for the minimum sum of ten million dollars (\$10,000,000) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the Permit Holder or Contractor in relation to the activity for the undertaking of the works. The Permit Holder must provide confirmation of insurance to the Council. Such policy must bear the endorsement of the Insurer indicating that the Insurer accepts the indemnity given by the Permit Holder or Contractor. This permit will not come into operation until proof of the insurance has been provided to the Council. The Permit Holders household Home & Contents" insurance will normally include this type of cover.





General Conditions of Authorisation

The Application further agrees:

- 1. For the term of Authorisation, to comply with all applicable industry standards, health or safety standards, current standards of Standards Australia or any applicable Code of Practice.
- 2. To ensure that all works carried out are undertaken to the highest standard and care carried out promptly and with all due care, skill and diligence.
- 3. 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.
- 4. 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.
- 5. 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, 199.
- 6. For the term of the Authoristion, to maintain all fixtures and equipment erected or installed, or vegetation planted, in good condition and to recognized standards.
- 7. To indemnify the Council, its servants and/or agents against all actions, costs, claims and demands for injury, loss or damage arising out of any negligent act or omission of the Applicant 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.
- 8. 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 any negligent act or omission of the Applicant in relation to the alteration to the road or any activity arising out of or from the granting of this Authorisation by the Council.
- 9. 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.
- 10. 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.



Special Conditions of Authorisation

- 1. Inverts and crossovers may not be constructed within 6 metres of an intersection except with express approval of the Council.
- 2. Other structures on the street (e.g. trees, power pole, signs and services etc) may not be moved, altered or interfered with in any way except with the express, written approval of the relevant authority or owner and Council.
- 3. The Applicant is responsible for locating any underground services prior to commencement of works. Any costs incurred in repairing damage to services are charged to the person responsible for the damage. Please contact the relevant service authority.
- 4. Maximum length (along kerb) of inverts must not exceed:
 - 4.5 metres for a single or one way entrance or exit
 - 7.5 metres for a double or two way combined entrance/exit
 - 9 metres without express approval of the Council
- 5. Footpath levels must be approved by the Council prior to the start of excavation.
- 6. Finished level on crossover at boundary must be a minimum of 75mm above level on top of adjacent kerb.
- 7. Invert profile must conform to AS2876. Invert must be poured integrally with watertable i.e. the entire kerb and watertable must be excavated prior to construction. The practice of breaking away the top kerb section of existing integral kerb and watertable is unacceptable.

8. Protection of Works

- During the progress of the work, the site must be protected by suitable safety barriers at all times in accordance with AS1742.3. If the works are left open overnight, at least 1 flashing amber safety light must be provided.
- Every attempt must be made to complete the work as quickly as possible.
- The site and adjoining roadway and footpath must be cleared of any excess material, spillage, form work and tools as they accumulate.
- No material may be stockpiled on the road or footpath.

9. Satisfactory Completion

Any cost incurred by the Council in reinstating the road footpath as a result of work done
under this authorisation or work not completed in accordance with this authorisation that
must be made good by Council will be charged to the owner, pursuant to Section 213 of the
Local Government Act 1999.





Standard Specification for Works on Council Roads & Footpaths

1. Scope of Specification

This Specification is for works on council roads and footpaths (construction of vehicular access way, installation of a storm water drain, authorisation to lay underground electrical service and repair of damaged footpaths). All works must be performed in accordance with this specification.

2. Preliminary Clauses

(a) Workmanship and Materials

The whole of the works shall be executed in a thorough manner to the satisfaction of Council's Works Supervisor.

All materials to be used in the construction of the works shall be made available prior to and during the construction of activities if requested by Council's Works Supervisor.

Should any of these materials fail to meet the requirements of this specification, Council's Works Supervisor has the authority to order these materials to be removed from the site at no cost to the Council.

(b) Variations from Specification

No variation from the Specification shall be permitted without written approval from Council's Works Supervisor.

(c) Water for Works

All water used on the works shall be clean and free from all impurities of all kinds. The property owner at their own expense shall make arrangements for the supply of water. Water used during the works shall not be permitted to enter the storm water system.

(d) Setting Out (construction of driveway crossover)

For a single invert the crossing is to be the full width of the invert tapering to a minimum width of 3 metres at the fence line.

Where a footpath exists, the crossing shall be graded from the fence line to the path and the path to the invert. Where no footpath exists, the back of the footpath levels will be provided upon request, although in flat terrain a level of 100mm above kerb level is normally satisfactory. A guide to the acceptance profile is shown on the attached plans.

(e) Cleaning Up

At all times, the job site must be kept clean and tidy and free from all surplus materials, spoil and debris of all kinds.

All surplus earth, clay and excavated materials from the job shall be removed from the site and disposed of by the owner or contractor, unless otherwise requested.





3. Excavation and Backfill

(a) Excavation

The whole of the area to be excavated shall be sufficient to provide an even working base. The depth of excavation shall be sufficient to ensure that the correct grade is obtained. All concrete block pavers in the vicinity of the excavation are to be removed and stored for reuse adjacent to the property. Bitumen of concrete paths are to be cut with a concrete saw to delineate the area of excavation.

Where a storm water pipe is to be installed, the point of exit of the outlet at the kerb is to be cut with a concrete saw and removed to allow for the installation of a storm water kerb adaptor.

(b) Subgrade

The subgrade shall be free from organic matter or other deleterious material detrimental to the long-term strength or stability of the crossover.

(c) Base Course and Sub Base

The base course shall be hard, durable crushed rock, base course or quarry rubble or other suitable material which is clean and free from any deleterious matter, from weathered, cracked, disintegrated or decomposed stone, and from thin, flaky or excessively elongated stone fragments.

4. Laying of Storm Water Pipes

The laying of storm water pipe will be the responsibility of the applicant or contractor appointed by the applicant.

Where sufficient cover exists (ie the gap between the top of the storm water pipe and the bottom of the pavers or the base of the bitumen or concrete slab is not less than 20mm) a 100mm sewer grade pipe or 100mm galvanized steel pipe may be used.

Where insufficient cover exists a steel box channel with checker plate cover is to be used (Galvanized steel box drain 200mm x 100mm x 3mm or "top hat" galvanized steel cover 200mm x 150mm x 3mm with bottom lip of 50mm width). Note "top hat" steel cover to be laid in concrete bed with minimum of 50mm of concrete underside of bottom lip of housing.

5. Materials

(a) Concrete

Ready mixed fibre reinforced concrete confirming the standards outlined shall be used:

- To be nominal 4:2:1 mix with a minimum 28 day strength of 20Mpa.
- 80mm maximum slump using ordinary portland cement, maximum aggregate size 200mm.

Concrete slabs shall be fibre reinforced with steel fabric (as specified in Table A & D) and placed 40mm below the top of the slab.





The surface should be finished with a wood float and a steel edging tool used on joints and edges.

Concrete slabs shall be protected from sun and vehicle damage during the first seven days of curing.

(b) Bitumen Hotmix

Bituminous Hotmix shall consist of either AC7mm AC10 or AITCH14 as per Department of Road Transport Standard A7.

Table B & E outlines required thickness for various applications.

(c) Pavers

Paving units as approved by Council shall be placed on the screeded sand bed in a stretcher bond for footpaths and driveways with 2mm to 4mm gaps. In each row all full units shall be laid first. Closure units shall be cut and fitted subsequently. Such closure units shall consist of not less than 25% of a full unit. The units may be cut using a mechanical or hydraulic guillotine or by bolster.

Where infill spaces occur, a 30Mpa concrete with a maximum aggregate size of 10mm coloured to match guillotine or by bolster.

After laying the paving units the sand bedding shall be fully compacted and the units shall be brought to design levels and profiles by not less than two passes of a suitable plate compactor.

Sand for joint filling shall be spread over the pavements. The sand must be free of all soluble deleterious salts and other contaminant and pass a 1.18mmsieve with at least 105 retained on a 0.075mm sieve. The sand should be subject to one pass with the vibrating plate compactor to compact the joint filling. Additional sand shall be lightly broomed into those joints requiring a top-up.

Concealed concrete edges are to be placed only at the back and sides of driveways.

The concrete is to be finished 25mm from the top of the brick and be 75mm deep and wide. The concrete is to be a 1:2:4 cement, sand, coarse aggregate mixture.

Table C & F outlines required thickness for various applications.





Table A Driveway Crossover – Concrete

Land Use	Base Coarse	Slab Thickness	Reinforcement
Residential	75mm	100mm	F62
Commercial including Car Parks	75mm	125mm	F72
Industrial	75mm	150mm	F82

Table B Driveway Crossover – Hotmix

Land Use	Base Coarse	Pavement Thickness
Residential	100mm	30mm
Commercial including Car Parks	150mm	50mm
Industrial	180mm 2% CTQR	50mm

Table C Driveway Crossover – Pavers

Land Use	- 111 - 112		Paving Units	
Residential	50mm	25mm	80mm	
Commercial	100mm	25mm	80mm	

Table D Footpaths - Concrete

Land Use	Base Coarse	Slab Thickness	Reinforcement
Residential	50mm	75mm	F42
Commercial including Car Parks	50mm	100mm	F62

Table E Footpaths - Hotmix

Land Use	Base Coarse	Pavement Thickness
Residential	50mm	30mm
Commercial including Car Parks	100mm	50mm

Table F Footpath – Pavers

Land Use	Sub Base	Bedding Sand	Paving Units	
			Crossovers	Paths
Residential	50mm	25mm	80mm	60mm
Commercial	100mm	25mm	80mm	60mm





Technical Drawings

