



# ROAD OPENING FOR UTILITIES APPLICATION

## NEED HELP?

[www.wollondilly.nsw.gov.au](http://www.wollondilly.nsw.gov.au) | [council@wollondilly.nsw.gov.au](mailto:council@wollondilly.nsw.gov.au)  
4677 1100 | 62-64 Menangle St, Picton NSW 2571

## THE PURPOSE OF THIS APPLICATION:

Consent from Council is required for works to be undertaken within the road reserve, under S138 of the Roads Act.

## TIME FRAME FOR PROCESSING APPLICATIONS:

*This Application may take up to ten (10) working days to process and Council will only consider your application once all the relevant documentation has been received and appropriate fees paid. Council's processing fees for Road Opening for Utilities Application are non refundable.*

### OFFICE USE ONLY:

Receipt No: \_\_\_\_\_ Authority No: \_\_\_\_\_

Record No: \_\_\_\_\_ HPE Content No: \_\_\_\_\_

## Part 1 | Applicants Details

Customer/Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_ Email: \_\_\_\_\_

Phone B/H: \_\_\_\_\_ Mobile: \_\_\_\_\_

## Part 2 | Site Address Details

*Nearest Property adjacent to work area or land to which the application relates*

Street No: \_\_\_\_\_ Street Name: \_\_\_\_\_

Suburb/Town: \_\_\_\_\_ Post Code: \_\_\_\_\_

Lot No: \_\_\_\_\_ Section: \_\_\_\_\_ DP No: \_\_\_\_\_



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## Part 3 | Describe the Work

Describe what you want to do:

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### Details of Time Frame

Commencement Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Estimated Cost of the proposed road works or Structures: \_\_\_\_\_

## Part 4 | Contractors Details

Name: \_\_\_\_\_

Licence No: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_ Email: \_\_\_\_\_

Phone B/H: \_\_\_\_\_ Mobile: \_\_\_\_\_

## Part 5 | Purpose of Application

### Please tick one

- Connections to utilities eg: water, gas, electricity, NBN etc.
- Underbore roadway or trenching for installation of utilities services eg. sewer in road

*Payment must be made when submitting your application to Council. Your application may be subject to additional fees once the Council Officer inspects your application, any additional charges must be made prior to approval being issued. Fees and Charges are in accordance with Council's 2020/2021 Financial Year stated <https://www.wollondilly.nsw.gov.au/council/corporate-planning-and-reporting/fees-and-charges/>*

### Fees

Road/Footpath Opening – Telstra, Water Supply, Drainage, Gas	\$208.00 (incl. GST)	<input type="checkbox"/>
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## Payment Note

Payment is to be made online via Council's website '**Make a Payment**' or via the online link: [wollondilly.nsw.gov.au/resident-services/make-a-payment/](http://wollondilly.nsw.gov.au/resident-services/make-a-payment/)  
**Please ensure you attach a copy of your receipt to this application**

## Part 6 | Information required to be attached to the Application

*The following information must accompany applications for a Section 138 consent for works within the public road:*

- One copy of approved Traffic Control Plan or Traffic Management Plan where applicable for works within the public road reserve.
- Copies of Safe Work NSW Traffic Management appropriate accreditations. (Ticket).
- One copy of Public Liability Insurance in an amount of \$20,000,000.
- Silt devices for Stormwater.
- Copy of receipt for online payment.

## Please Note

- Additional inspection fees will incur a fee of \$125.50.
- For road opening inspections, you must contact Council's Technical Officer – Infrastructure Operations on (02) 4677 1100 at least 72 hours before each inspection. A notice of commencement form will be received and must be completed 72 hours before inspection
- Any tree located on the Council verge that is required to be moved for construction of road opening is to be replaced with similar size and species and installed as per Council specifications.

## Privacy Statement

Wollondilly Shire Council is collecting personal information from you on this form for the purpose of assisting the determination process of your application. This information will be stored in councils EDRMS and accessed by the processing officer. Failure to provide the information may lead to rejection or delays of your application. At any time you have the right to access, view or correct the personal information that you have provided. Please also note that the personal information (not financial details) supplied on this document may be the subject of a request to access information under the *Government Information (Public Access) Act 2009* [GIPAA].