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 TAMWORTH NSW 2340
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**APPLICATION FOR ERECTION OF A HOARDING
 S.138 ROADS ACT 1993
 S. 68 LOCAL GOVERNMENT ACT 1993**

Fee Paid	\$	Rec No.	Date:
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PROPERTY IDENTIFICATION

Lot DP..... Section

Address:

Note: It is necessary to complete a separate application form for each hoarding where more than one hoarding is required

APPLICANT'S DETAILS

Applicants Name: Reference:

Address:

DX: Phone: Fax:

Email:..... Mobile:

SITE CONTACT DETAILS

Name:

Phone:..... Mobile:..... Fax:

DETAILS OF HOARDING

In accordance with the Hoarding Guidelines and relevant policies, application is make for a Permit to erect a Hoarding on Council property.

Reason for this Hoarding Permit:

Construction Certificate No:..... Approval Date:

- Type of Hoarding: (Please refer to guidelines)
- "A" Class Hoarding
 - "B" Class Hoarding
 - "C" Class Hoarding

Length of Hoarding:

Width of Hoarding:

Is a crane or other lifting device proposed?:

Area (m²):.....

Period of Permit

Start Date: End Date:.....

Total Number of Weeks:

DOCUMENTATION REQUIRED TO BE SUBMITTED WITH THIS APPLICATION

- Completed Application Form
- Payment of monies to Tamworth Regional Council's Customer Service Centre
- Photographs or brochures of the crane/equipment (if applicable)
- Plans of the proposed hoarding and crane structure, must be to scale and include elevations and accurately locate elements within Council road reserve (i.e. trees, driveway crossings, telecommunications, parking meters, signs, mail boxes and the like)
- Details of any equipment to be installed
- Engineers statement (Type B only)
- Certificate of Currency
- Certified Traffic Control Plan in accordance with AS1742.3

I/We have examined the Hoarding Guidelines (attached) for the erection of a Hoarding on Council's property and understand that this form constitutes an application only, and that the hoarding will not be erected until such time as the written consent is received from Council.

Signature of Applicant: Date:

Note: Council reserves the right to withdraw approval if the conditions of approval have not been satisfied.

The General Manager
Tamworth Regional Council
PO Box 555
TAMWORTH NSW 2340

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 Tamworth Regional Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps release and indemnified, from and against all action, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees any 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 use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any neglect act, default or omission, on the part of Council, its servants, agents employees wither solely or in contribution thereto.

Signed:

Date:

The General Manager
Tamworth Regional Council
PO Box 555
TAMWORTH NSW 2340

To whom it may concern, we hereby declare information in respect of the following insurance:

CERTIFICATE OF CURRENCY

The Insured:

Public Liability Policy No.:

Interest: **The insured's legal liability to the public in respect of personal injury and property damage**

Location: Anywhere is the Tamworth Regional Council Local Government Area

Period of Insurance: From: To:

Limits of Indemnity: General Liability - \$
(not less than \$20 million)

Remarks: Noting the interest of Tamworth Regional Council as the principal in respect of the above licence

The is insurance shall not be cancelled without the agreement of Tamworth Regional Council

Insurance must be current for the full period of the permit.

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For and on Behalf of:

TAMWORTH REGIONAL COUNCIL

Guidelines for Builders for:-

- 1) The Erection of Hoardings;
- 2) Protective Footway Crossings; and
- 3) General Safeguards for Building sites, within the Tamworth Regional Council Area.

GENERAL: The following provisions shall apply to all work in connection with the erection, alteration, cleaning, repairs, removal, or demolition of buildings.

1. THE ERECTION OF HOARDINGS

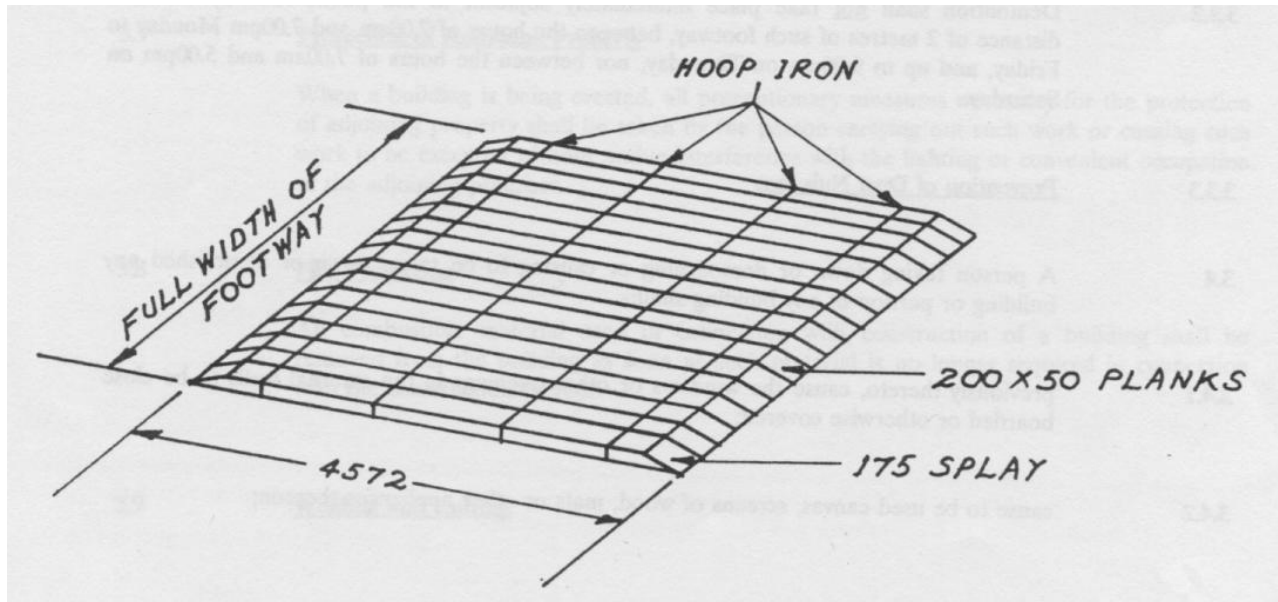
- 1.1 The following are the specifications for the protective hoardings required by Council to be constructed all the property boundaries adjacent to a public way during demolition and/or building operations carried out within this area
- 1.2 There are three types of hoardings, which are specified on the attached sketches, these will be referred to as Type "A", Type "B" and Type "C". (Where it is proposed to demolish and/or construct a building of one storey in height, a Type "A" hoarding will be required). Where consent is granted to utilise portion of the footway, the appropriate fee shall be paid. Where it is proposed to demolish and/or construct a building of two or more storeys in height, within 4m of a public place, the hoarding shall be in the form of Type "B" for the period of demolition only, after which the "B" Class hoarding shall be removed in respect of sites adjoining Peel Street, Brisbane street and Kable Avenue.
- 1.3 As an alternative to Class "B" hoardings, Type "C" hoardings known as full face scaffold, shall be permitted for demolition and/or construction of buildings up to 7.5 metres in height.
- 1.4 Buildings to be constructed / demolished immediately adjacent to the footway exceeding 7.5 metres in height shall require a "B" Class hoarding in addition to the "C" Class hoarding (full face scaffold). "B" Class hoardings shall not project more than 3.7 metres from the property alignment.
 - 1.4.1 An "A" Class hoarding shall be so erected as to leave a minimum of 2m of footway for pedestrian access. (Note: In special circumstances, the Council may increase this required distance, even to the extent where no encroachment onto the footway is permitted, and require a security fence conforming to the constructional standards for a "A" Class hoarding).
 - 1.4.2 Hoarding within the regional area shall NOT be constructed between the hours of 7:00am and 6:00pm Monday to Saturday, nor up to 9:00pm on Thursday due to potential interference with the public amenity.
 - 1.4.3 Attached are copies of the requirements for "A", "B" and "C" Type hoardings prepared by the New South Whales Department of Industrial Relations. These constructional standards and any which should replace them from time to time are hereby adopted as a minimum requirement for Type "A", Type "B" and Type "C" hoardings within the Council area.
 - 1.4.4 Hoardings shall be constructed to the satisfaction of Council and shall remain in position until construction of the building is completed, or in the case of demolition, until the building is demolished.
 - 1.4.5 Hoarding shall be painted white and kept clean to the satisfaction of Council.

- 1.4.6 Lights shall be installed at each end of the hoarding and other position as directed by Council.
- 1.4.7 No advertisement of any kind to be allowed except Builder's / Architect's name, and the statement "Bill Posters will be prosecuted".
- 1.4.8 Hydrants and sewer manholes, etc., to have free access and not be covered over (also not to be covered with temporary crossings).
- 1.4.9 Construction: upright not to be inserted in roadway or footway, but shall be tenoned into sole plates. Hoarding shall be fitted with on (1) only 3.6m access gate and such gate shall be fitted in a manner that will not permit it to open across or over Council's footway ("B" Class hoardings only).
- 1.4.10 All sheeting to the hoardings shall be in timber with a minimum thickness of 16mm.
- 1.4.11 Upon receipt of notice, applicant shall set back hoarding to the direction of Council.
- 1.4.12 The hoarding must be so constructed that it will not obstruct (for either motorists or pedestrians) the view of traffic lights.
- 1.4.13 Where it is desired to install a gate in the panels of the "A" Type hoarding, the gates shall be constructed so as to swing inwards only.
- 1.4.14 Where it is not possible to position site office accommodation on the property itself, it will be necessary to construct a "B" Class hoarding with these essential services located above footpath level.
- 1.4.15 Applicant shall be responsible for all accidents, reinstatements, damage, etc., and shall leave area in good order and to the satisfaction of Council.
- 1.4.16 Haulage of material from excavations shall be in accordance with directions given by Council.
- 1.4.17 The permit does not permit the use of the roadway for the loading and unloading of vehicles unless approval has been obtained.
- 1.4.18 Gutter shall not be blocked or obstructed with debris etc.
- 1.4.19 The kerbstone shall not be cut to ease access to property.
- 1.4.20 Cranes shall not be placed on the footpath or roadway unless a permit has been obtained from Council.
- 1.4.21 The use of the roadway for storage of building materials is not permitted.

2. PROTECTIVE FOOTWAY CROSSINGS

2.1 Protection of Footway during Demolition and/or Erection of Building

Prior to any work whatsoever commencing on the site, the adjacent footway shall be protected by the construction of timber crossing to Council requirements, viz. 4.5m wide, 200mm X 50mm planks with 175mm splayed edges and held together by 4 strands of hoop iron. Such timber crossing shall cover the full width of the footway. (See diagram below).



3. GENERAL SAFEGUARDS FOR BUILDING SITES

3.1 Lighting

All parts of buildings under construction and all sheds, scaffolds and other equipment in connection therewith, where work is being performed of persons must necessarily pass, shall be adequately lit.

3.2 Sanitation

3.2.1 Toilets

Until permanent provision is made, adequate temporary sanitary conveniences connected to the sewer shall be provided during the erection, alteration or repair of a building.

3.2.2 Water

An adequate supply of portable water shall be provided for workers during the hours of employment.

3.3 Demolition

3.3.1 Procedure

A person taking down or demolishing, or causing to be taken down or demolished, any building shall so arrange the work that the building is demolished from the top downwards by completely removing not more than two (2) storeys at one time, except as otherwise permitted by the Council.

3.3.2 Demolition shall NOT take place immediately adjacent to the public footway within a distance of two (2) metres of such footway, between the hours of 7:00am and 5:00pm Monday to Friday, and up to 9:00pm on Thursday, nor between the hours of 7:00am and 5:00pm on Saturday.

3.3.3 Prevention of Dust Nuisance

- 3.4 A person taking down or demolishing or causing to be taken down or demolished any building or portion of any building shall:-
- 3.4.1 Previously thereto, cause the windows or other openings in the external wall to be close boarded or otherwise covered:-
 - 3.4.2 Cause to be used canvas, screens of wood, mats or other appliances thereon;
 - 3.4.3 Use or cause to be used water thereon;
In such a manner as to minimise, as far as practicable, the nuisance arising from the escape of dust during such taking down or demolition.
- 3.5 Such person shall not chute, throw or let fall or cause to chute, throw or let fall from floor to floor or onto any basement of such building, any bricks, lime, stone, mortar, pieces of iron, or timber, or other materials so far as to cause dust to escape from such building or the cause any such material to fall or to be cast upon a public way to the annoyance, inconvenience, or danger of persons using such public way.

3.51 Partial Demolition

In the case of partial demolition, where an existing wall of a building is to be retained for use in a remodelled building, such wall shall be strutted in an approved manner.

3.5.2 Safeguarding Adjoining Premises and Person Therein

Adequate precautions shall be taken to ensure the protection of adjoining premises and persons therein from damage and injury respectively during the process of demolition.

Existing awnings shall be strutted or otherwise supported as directed by a licensed structural engineer where necessary.

3.6 Floor Openings

All floor openings, unless guarded by permanent closures or full height temporary barriers, shall be covered with substantial temporary flooring, or guarded on all sides by substantial railings not less than one (1) meter high, and by toe boards no less than 150mm wide set along the edges of the openings, except for such parts of the openings as are necessarily open for traffic purposes.

3.7 Protection of Adjoining Property

When a building is being erected, all precautionary measures necessary for the protection of adjoining property shall be taken by the person carrying out such work or causing such work to be executed without undue interference with the lighting or convenient occupation of the adjoining premises.

3.8 Fire Protection

All combustible material used in connection with construction of a building shall be removed from the building as soon as such material is no longer required in connection with the construction thereof.

3.9 Welding and Cutting

3.9.1 Protective Shield

When gas welding or cutting is done above or within 3m of combustible material or above a place where persons are employed or are likely to pass, incombustible shields shall be interposed to protect such materials and persons against sparks, and hot metal or oxide.

3.9.2 Cutting Steel

Before steel beams or other structural shapes or elements of construction are cut by means of a gas flame, they shall be secured by ropes or chains to prevent dropping or swinging.

3.9.3 When plant or machinery is utilised on the flooring of any scaffolding structure, an Engineering Certificate shall be required to certify to the safety of the hoarding.

3.10 Disposal of Waste

Waste material and rubbish shall not be stored nor allowed to accumulate within the building or in the immediate vicinity thereof but shall be removed as soon as practicable. No material shall be disposed of by burning on the premises or in the immediate vicinity. Dry material or rubbish shall be wetted down, if necessary, to lay dust or prevent it being blown about.

3.11 Cellar Drainage

At all times provision shall be made to prevent water accumulating in the excavation or basement.

3.12 Drainage

The kerb and gutter shall not be obstructed or otherwise modified except as directed by Council or its authorised servant where necessary.

Fees 2017/2018

Base Application Fee for Class 'A', 'B' and 'C'	\$90.00
"A" Class Hoarding per week or part thereof	\$75.00
"B" and "C" Class Hoardings – per week or part	\$92.00
thereof	