

# APPLICATION FOR INFRASTRUCTURE PERMIT

The Shire of Northam has previously experienced damage to its infrastructure during periods of building and construction. These include bitumen roads, footpaths, verges, kerbs and/or street vegetation/furniture. To enable protection of public assets the Shire will require an infrastructure permit and a refundable bond to repair any damage to its original condition if required.

Under the *Local Government (Uniform Local Provisions) Regulations 1996* all building work that meets the below requirements will need to obtain an Infrastructure Permit and pay a Refundable Bond:

- All building permits with a building value of more than \$20,000;
- All demolitions;
- All in ground pools; and
- All earthworks of any value when building permit obtained separate from building work.

**When the property abuts a bitumen road, kerb, footpath and/or street vegetation/furniture.**

In order to protect Council's infrastructure including the bitumen road, footpath, verge, kerb and/or street vegetation/furniture, a non-refundable infrastructure permit administration fee is required at the time of application for all building work where a bond is applicable.

Bond Fees & Charges:	
Infrastructure Permit Fee (non-refundable)	\$187.00
Infrastructure Bond - Residential	\$1,020.00
Infrastructure Bond - Commercial	\$1,530.00

Property Address this Infrastructure Permit Application is for:	
House Number:	Lot Number:
Street Name:	
Suburb:	Postcode:

Property Owner Details	
First Name:	Surname:
Postal Address:	
Phone:	
Email:	
Signature:	

Current Infrastructure Condition Checklist – For Builder to complete:						
<i>Please supply photos with this form of adjacent infrastructure items for the below checklist</i>						
	Footpath	Utility lids/boxes	Crossover	Verge	Kerb	Road Seal
Any existing damage?						
Damage expected for age?						

Infrastructure Permit Holder Details (Responsible Person/Bond Payee)	
Name:	
Postal Address:	
Phone:	
Email:	
<b>As holder of the Verge Permit I agree to abide by the conditions of the Permit, as attached</b>	
Signature:	Date:
<b>USE OF THE INFRASTRUCTURE IS NOT PERMITTED UNTIL AN INFRASTRUCTURE PERMIT IS ISSUED</b>	

## CONDITIONS OF INFRASTRUCTURE USE DURING CONSTRUCTION OR DEMOLITION

### 1. Damage to Infrastructure

All reasonable precautions are to be taken to avoid damage to infrastructure. This includes property owned by the Shire of Northam such as lids, grates and drainage, kerbs, footpaths (including hairline cracks), and roads.

If a builder or a subcontractor damages infrastructure, the Shire of Northam must be informed immediately. Options for repairs will be given following an inspection. If repairs are not completed to a satisfactory standard, the Shire will then repair the damage to its specifications and the bond will be forfeited.

### 2. Drainage

All materials, such as sand, soil, concrete, rubbish and natural materials must not be allowed to enter into the Shire drainage system. Ensure that all materials are stored in a manner that prevents them from being affected by wind drift or provide other safeguards to stop materials from entering the Shire drainage system.

### 3. Storage of Building Materials

You are able to store building materials on the verge. However, you must adhere to the following conditions:

- Your materials must not be placed in such a way as to obstruct or overhang a footpath, carriageway, access way or driveway;
- You cannot place any materials on any other property or verge;
- Your materials must be stored in such a way that does not cause any sight obstruction whatsoever, particularly to vehicles or pedestrians;
- You must ensure that no damage is caused to any Shire property in the road and verge area such as a sign, kerb, footpath, street tree or garden maintained by the Shire;
- You must store your materials in such a way that no obstruction or damage is caused to a manhole, inspection pit, fire hydrant, water or gas valve, electrical substation, power pole drainage gully, water channel or any other service in the verge area for which access may be required;
- Your materials must not be placed on a service in the verge area that is not covered with a trafficable lid;
- When you have finished using the verge you must leave it cleared of all materials including sand, and returned to the state before building work commenced.

### 4. Verge Building Activity

No building activity is to occur in the verge area. This includes work such as cutting, mixing, preparing and assembling. All work must be undertaken within the building site.

### 5. Street Trees

If there is a tree or shrub on the verge you must maintain a clear area surrounding the tree so that there is no damage to the tree.

### 6. Verge Treatments

The surface cover of the road reserve such as grass, mulch or gravel may only be disturbed if it is being replaced with a treatment permitted and agreed to by the Shire of Northam.

### 7. Site Works Buildings

Any site works buildings must be placed on the building site, these include sheds, site offices, and sanitary facilities.

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### 8. Rubbish, Litter and Bulk Rubbish Bins

All rubbish must be placed in an appropriate waste container, such as a bulk rubbish bin and NOT stored in loose piles. You may be fined or prosecuted if you allow any litter to spread from your site to any other public or private property.

This verge permit allows you to place your Bulk Rubbish Bin on the verge but you must comply with all conditions of this permit.

### 9. Parking of Vehicles

Vehicles associated with the site works may be parked on the verge, during working hours for the duration of the development and must not cause damage or obstructions. Vehicles or trailers blocking footpaths may be issued with fines without warning.

### 10. Crossovers

If you have a Verge Permit you may install a temporary crossover, however this must be removed and reinstated to its previous condition when building/demolition has been completed. All redundant crossovers have to be removed and new crossovers installed as per the Shires Engineering specifications.

### 11. Verge Permit Duration

A Verge Permit is valid for the same period of time noted on the approved, Demolition Permit or Building Permit.

### 12. Kerb Adapter

Where stormwater overflow is permitted to flow to the road a steel channel provided by the Shire must be installed in the kerb.

## Additional Information

### BEFORE THE WORKS BEGIN

The responsible person/bond payee for the works should provide the Shire with pre-construction photos. Ensure that the photos are date stamped to show when they were taken. The photos should be submitted to the Shire with your application form evidence of pre-construction damage and will be used as a comparison with the post-construction report for evidence of additional damage (new or deterioration of existing). Note that the building application will not be processed until all information is provided for the infrastructure bond. The Shire may also do a pre-construction inspection of the infrastructure assets.

### AFTER COMPLETION OF WORKS

Once the works are completed a fully completed 'Application for Infrastructure Bond Refund' must be submitted to the Shire with the building Notice of Completion (Form BA7). To speed up the bond refund process, the responsible person/bond payee should also consider supplying a post-construction photos similar to the pre-construction photos, which would enable a comparison. Once the Shire has received the application for refund the pre and post photos will be compared and an inspection of the area will be carried out, including adjacent properties. If no pre-construction photos were submitted to the Shire, it will be assumed that all damage identified has been caused during the construction work carried out on the property.

### REQUIREMENTS

To ensure that the bond is returned, the responsible person/bond payee must ensure that all damage done to the Shire's infrastructure assets during the construction phase is rectified to the satisfaction of the Chief Executive Officer or his representative and complies with the Shire's current infrastructure standard drawings and requirements. A refund of the bond (if applicable), may take up to approximately 4 weeks from the date all information has been received from the responsible person/bond payee.