

No:



## Application for Road Opening Permit

Approval for works will be given by the City, subject to the following requirements and a preliminary inspection by City Officers prior to commencement of works.

### Requirements:

1. Application to, and issue by the City of Busselton, a "Road Opening Permit", including a Traffic Management Plan is required prior to services being installed in a road reserve by trenching or boring. An application fee of \$272 applies.
2. Works and reinstatement shall comply with the City Engineering and Works Services' "Standards & Specifications" Section 7 (copy available).
3. A refundable bond of \$120 per m<sup>2</sup> is required for trenching (minimum of \$250) and \$251 for under road boring work (incl. GST). Bond retained for three months against defects. Payment required prior to commencement.
4. An inspection fee of \$71 (including GST) is required to be paid prior to commencement.
5. At the completion of the works, including re-instatement the applicant shall advise the City on telephone 9781 0420 for an inspection to be arranged and to set the start of the defects period.
6. At the end of the defects period the City will inspect, and if no defects are found the bond will be returned.
7. If the applicant fails to complete the works, has an unsafe work site, leaves the area unsafe or fails to repair the defects satisfactorily, the City will draw on the bond to complete the works and/or invoice the Contractor for additional costs.
8. Shire Policy 195/3 applies (copy available).

### Applicant:

Name of Representative:.....

Company: .....

Address: .....

Phone: ..... Fax: ..... Email: .....

No:

**Job:**

**Location (locality map to be attached):** .....

**Description and Extent of Works (including method of excavation):**  
.....  
.....  
.....

**Traffic Management Plan (attached) prepared by:** .....

**Start / Completion Dates:** .....

**Supervisor Contact Details (name / phone):** .....

**Re-Instatement:**

For open trench methods the road formation, base course/s and surface is to be re-instated as per the following:

- Clean fill is to be used for the subgrade and compacted to a minimum of 7 blows/300mm using a Perth Sand Penetrometer.
- Basecourse 300mm compacted depth
- Surfacing primer seal and 25mm asphalt flush finish in urban areas and two-coat seal in rural areas.
- Kerb, path, drainage and other items reinstated with replacement, new items.

**Declaration: I** (name) ..... **of** (company) .....

..... understand and will abide by the Shire's requirements.

**Signature:** .....

**Name:** .....

No:

**ROAD OPENING BOND REFUND**

**OFFICE USE ONLY**

**Bond:** \$.....**Receipt No.:**.....

**Application Fee:** \$.....**Receipt No.:**.....

**Supervision Fee:** \$.....**Receipt No.:**.....

**Approval issued by (name):** .....**on (date):** .....

**Start Date of 3 month defect liability period:** .....

**End date of 3 month defect liability period:** .....

**All works completed to Shires satisfaction (Yes / No):** .....

**Inspected By:** .....**Date:**.....

**Refund to (Name & Address):** .....

.....

**Reason for Refund:** .....

**Please refund the amount of** .....

**Bond / Fee refund Journal ID:** .....

**Signed:** ..... **Date:** .....

**Comments:** .....

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