

APPLICATION FOR LOCAL LAW PERMIT: HOARDING OR OVERHEAD PROTECTIVE AWNING CITY INFRASTRUCTURE

Made under parts 5 and 7 of Manningham Community Local Law 2023



Document Checklist

	Yes		No	
				Has the Building Permit been issued?
				Is the site plan attached?
				Is the pedestrian/traffic management plan attached?
				Is the public liability insurance certificate attached?

Declaration

I can confirm that I have received, read and understood the attached Permit Conditions which will form part of any permit that the Council decides whether or not to issue to me and understand that failure to comply with those conditions after a permit is issued may result in enforcement action being taken by Council and or cancellation of the permit.

I further understand that upon receipt of this application form, an invoice will be issued for payment of the application fee of **\$467.00** plus a weekly occupation rate of **\$6.00 per square meter**. The occupation rate is capped at **\$422.00** per week or a **minimum charge of \$200.00** per week.

Applicant's Signature

Applicant's Name:

Applicant's Signature

Date:

STANDARD PERMIT CONDITIONS



Purpose of the Hoarding Permit

The purpose of this Hoarding Permit (the Permit) is to protect:

- The safety of pedestrians.
- Council land and assets from damage which may otherwise be caused by the placement of a hoarding structure on Council land.

Standard Permit Conditions

1. The Permit Holder must ensure that:
 - (a) a Public Liability Insurance Policy is in place for a minimum amount of **\$10M** for the Permit Duration;
 - (b) a copy of the Permit is securely affixed to the Building Site in a location that is always visible for inspection;
 - (c) save for condition 1 b), no signs, placards or advertisement materials of any description are to be affixed to the hoarding and or overhead protective awning being the subject of this Permit; and
 - (d) the Relevant Building Surveyor is notified in writing at least 48 hours before the hoarding and or overhead protective awning is erected or removed;
 - (e) An Asset Protection Permit may be required.
2. Hoardings must be placed in accordance with the Hoarding and Overhead Protective Awning Plan, being a document endorsed by Council and forming part of this Permit, in order to ensure public safety is not compromised.
3. The placement of the hoarding and or overhead protective awning is to comply with the AS 1742.3-2009, AS/NZS 1158.1-2005 and Department of Transport's Code of Practice Worksite Safety – Traffic Management (*Road Management Act 2004*). Large developments may require a Certificate of Compliance and this will be determined during the application process.
4. Where this Permit allows for the placement of an overhead protective awning:
 - (a) that awning must be fitted with appropriate lights and all such lights must be lit by sunset each day and kept alight from sunset to sunrise for the Permit Duration. If electricity is not available on the site, the Permit Holder must provide a temporary electricity supply; and
 - (b) no materials, equipment, site offices or staff amenity sheds are permitted to be placed on that awning unless permitted by this Permit.
5. Any fencing utilised for the hoarding is to be stable and any gates installed to facilitate site access must not obstruct pedestrian access and are to open inwards into the Building Site. Fencing should not be less than two metres in height.
6. Before building work is commenced, the Permit Holder must lodge with Council a signed certificate obtained from the Relevant Building Surveyor certifying that any hoardings and or overhead protective awnings have been designed and are constructed in accordance with sound engineering principles.
7. The placement of hoarding and or overhead protective awning must not:
 - (a) create any pedestrian or vehicular obstruction;

STANDARD PERMIT CONDITIONS



- (b) create any sight distance obstruction to vehicles;
- (c) be unsafe by affecting traffic viability; or
- (d) create any detriment to visual amenity.

Standard Permit Conditions

8. All rubbish and or building materials must be contained within the Building Site
9. Stormwater channels adjacent to the Building Site must be kept clear and free from obstructions at all times.
10. Concrete spilled onto the roadway, or the footpath must be removed immediately.
11. Equipment used for transporting or handling concrete shall not be in or on any street, road or public place and concrete shall not be washed into any underground drain or anywhere within the road reserve.
12. Vehicles shall not cross any footpath to gain access to the Building Site unless a vehicular crossing approved in writing beforehand by Council has been constructed.
13. Hoists for lifting materials or fixed cranes must not be erected on any road without prior written approval from Council.
14. Where building materials, including structural steel, timber, concrete, concrete blocks, bricks and similar materials are permitted to be hoisted outside of the Building Site:
 - (a) the vehicle carrying the materials shall be drawn up close to the kerb;
 - (b) all hoisting shall be conducted vertically from the hoisting zone;
 - (c) the materials being hoisted shall not be swung out over the street or road but shall be raised without delay to the requisite height and then swung directly onto the Building Site;
 - (d) at all times while hoisting is in progress, the boom gates at the ends of the hoisting zone shall be at right angles to the kerb;
 - (e) no hoisting shall occur whilst pedestrians are present under any overhead protective awning; and
 - (f) small building materials shall be hoisted in containers of sound and strong construction properly suspended, and such containers shall not be filled beyond the level of their sides.
15. Where there is a lane or right of way at the rear or side of the Building Site:
 - (a) no deliveries are to be received within that area; and
 - (b) the area must be not occupied (either fully or partially) unless prior written approval is obtained from Council.
16. The relevant power authority must be notified and its written consent obtained prior to the carrying out of building works within a restricted overhead powerline zone. Building work must not commence prior to the pre-start meeting and a risk assessment is completed.
17. Building works must be carried out in accordance with WorkCover or other relevant authorities' requirements.
18. The installation of tilt-up panels must be in accordance with the '*Code of Practice – Tilt-Up Construction*'.
19. If the period for actual occupation exceeds the Permit Duration, the Council may extend the Permit and if so, the Permit Holder is obliged to pay an additional fee.

