

CALL
(08) 8256 0333

POST
12 Bishopstone Road
Davoren Park SA 5113

EMAIL
playford@playford.sa.gov.au

VISIT
Playford Civic Centre
10 Playford Boulevard
Elizabeth SA 5112

Stretton Centre
307 Peachey Road
Munno Para SA 5115



APPLICATION TO ALTER OR USE PUBLIC ROAD OR COUNCIL LAND

Pursuant to Sections 202, 221 and 222 of the Local Government Act 1999

Please complete this form and return via post or email:

City of Playford
Att: Land & Property Officer
12 Bishopstone Road, Davoren Park SA 5113

Email: playford@playford.sa.gov.au

Phone Enquiries: (08) 8256 0333

By completing this form, the applicant also agrees to the General Terms and Conditions of this application.

If approved, the applicant is required to pay the appropriate application fees in accordance with Council's Fees and Charges Schedule. To view these charges – link [here](#) to our website.

Please allow four (4) weeks for requests to be considered. Use of the public road or Council land must not commence until approval has been granted.

We endeavour to support all reasonable requests, however in some instances the proposed use of Council land may not be deemed appropriate and therefore may not be approved.

APPLICANT DETAILS

Applicant Name	First Name:	Last Name:
Applicant Company		
Company Position		
Company ABN/ACN		
Contact Details	Contact Person:	
	Mobile Phone:	Landline:
	Email:	
Postal Address		

PROPERTY DETAILS

Location Address where works or use will be undertaken

Access the SA Property & Planning Atlas website to help identify location address and CT/Plan references – link here <https://sappa.plan.sa.gov.au/>

Street Address:	
Certificate of Title:	Plan No:
Property Type: (i.e. road reserve, park or reserve, car park)	

If multiple locations please attach additional property address details separately.

DETAILS OF WORKS OR USE

Purpose Type	Private	Business
---------------------	---------	----------

In accordance with Sections 202, 221 & 222 of the Local Government Act 1999 alteration or use of a public road or council land (including community land) is not permitted unless authorised by Council.

A 'road' extends from property line to property line and includes the roadside and road, commonly referred to as "road reserve". Roads can also include a bridge, footpath or walkway.

Please select the applicable type of proposed works or usage:

<input type="checkbox"/>	Alter the construction or arrangement of the road to permit or facilitate access from an adjacent property
<input type="checkbox"/>	Erect, install, interfere or remove a building or structure (including pipes, wires, cables, fixtures, fittings, site compounds, temporary fencing and other objects) associated with the road (such as in, on, across, under or over the road) and Council land;
<input type="checkbox"/>	Change or interfere with the construction, arrangement or materials of the road;
<input type="checkbox"/>	The exclusion, removal or regulation of persons, vehicles or animals from or on the land;
<input type="checkbox"/>	Any other matter relevant to the use or maintenance of road or Council land.

Indicate period authorisation required	From:	To:
---	--------------	------------

To enable your application to be processed in a timely manner please provide as much detail as possible.

Details and specifications for the proposed works or usage: *(include reasons)*

Insert site plan or attached separately

<p><u>Business Use:</u> Proof of Current Public Liability Insurance must be attached to this application * Minimum of \$20,000,000</p>	<p>Attached to application</p>	<p>Comments:</p>
<p><u>Private Use:</u> In some instances, Home Insurance may have sufficient coverage. Please contact Council to discuss.</p>	<p>Attached to application</p>	<p>Comments:</p>

TRAFFIC MANAGEMENT

Will these works prohibit or interfere with the public's access to the public road or Council land? (i.e. road, footpath, walkway or park/reserve)	Yes	No
If yes, provide full details of how access will be affected:		
Has a traffic management company been engaged and a plan developed?	Yes	No
Please attach Traffic Management Plan(s) for approval		
Please fill in the following information if a Traffic Management Plan is required:		
Dates Traffic Management Plan will be in place:	Start:	End:
Time of operation:	_____:	_____:
Site Contact:Name:	Contact Number:	
Provide details whether aftercare/night works have been considered (i.e. TMP provided for night works)		
Are there any obstructions in proximity to the proposed work (e.g. street trees, stormwater/service pits, bus stops, traffic control devices (signs, traffic islands), stobie poles, lamp post, fire hydrants)? Please provide a mark up of the locations if any.		
In the event of any road works/road closures notification to the affected stakeholders (i.e. residents, public transport company) is required.		
Notification letter has been provided to Council for review (Letter to be sent out by applicant a minimum 1 week prior to works commencing)	Yes	No

Please note: If traffic management is required your application will be referred to our internal Traffic Team for assessment. This application will not be approved until traffic consent is granted.

GENERAL TERMS AND CONDITIONS

The Applicant agrees:

1. Depending on the type and location of works or usage a permit, licence or authorisation may be granted as per the conditions of Sections 202, 221 and 222 of the *Local Government Act 1999*.
2. For the term of the approval period, to comply with all applicable industry standards, health or safety standards, current Standards Australia or any applicable Code of Practice.
3. To ensure that all works carried out are undertaken:
 - to the highest standard
 - promptly and with due care, skill and diligence
 - minimise impact on affected neighbouring properties so as not to cause a nuisance or restrict access to other properties
 - ensuring the road or land is kept in a clean and tidy condition during any works.
4. To ensure that any alteration to the road does not interfere with or cause damage to or in any way affect the property of any other person.
5. Approval is NOT transferable to another person/company or location.
6. Shall comply with any reasonable directions given by a Council Officer in respect of the placement and installation within the road or land, public safety and/or the prevention/mitigation of damage to Council property.
7. That all fixtures and equipment erected or installed in, on, across, under or over the road remain the property of the Applicant pursuant to Section 209 of the *Local Government Act 1999*.
8. At all times to indemnify Council, its servants and/or agents against all actions, costs, claims and demands for injury, loss or damage arising out of any negligent act or omission of the applicant in relation to the alteration to the road, the granting of this authorisation and the general and special conditions contained herein and such indemnity shall be in addition to any statutory immunity in favour of Council.
9. **The Applicant and any contractor or invitee of the applicant undertaking the works must ensure they hold valid public liability insurance with cover to a minimum of \$20,000,000 during the period of the works.**

In the instance of private use, please contact Council to discuss public liability requirements.

10. At the expiration or earlier termination of this authorisation the applicant will remove, if so directed by Council, any structure or object erected or installed on the road or land and to reinstate the road or land to the satisfaction of Council at the applicant's sole cost. If the applicant does not undertake reinstatement works as requested to the satisfaction of Council, then Council may undertake the works and reserve the right to recover the costs from the applicant as a debt.
11. The applicant must keep the issued licence, permit or authorisation and produce it upon request to an Authorised Council Officer and comply with any requirements.
12. Council accepts no responsibility for damage to any private or public infrastructure however so arising, including but not limited to any damage that may be caused by road maintenance and or construction by council or any other approved/authorised person/entity conducting the works.
13. At all times provision shall be made for pedestrian access. Each site shall be assessed accordingly and pedestrian access could include, but not be limited to:
 - A minimum 1200mm wide continuous access path of travel
 - Signage directing pedestrians to use alternate path of travel
 - Approved pedestrian access specified in the detailed traffic management plan
14. Reinstatement to be completed in accordance with the approved construction drawings, the relevant Council Engineering Standards (found here <https://www.playford.sa.gov.au/development/plans-and-guidelines/engineering-standards>)
15. All redundant crossovers and driveway inverts shall be reinstated to align with the existing kerbing.
16. That any approvals may be subject to additional general and special conditions as deemed necessary by the Council.
17. This approval does not give the applicant any exclusive right, entitlement or interest in the road or land and does not derogate from Council's powers arising under the *Local Government Act 1999*.

Checklist of Attachments

Detailed Site Plan	Yes	No	N/A
Copy of Public Liability Insurance	Yes	No	N/A
Additional Address Information (where multiple properties are required)	Yes	No	N/A
Any Other Additional Information or Documents to Support Application i.e. Traffic Management Plans	Yes	No	N/A

Declaration

In making this application to the City of Playford (Council) for an authorisation to alter or use public road or Council land, I/we acknowledge that I/we have read, understand and agree to be bound by the General Terms and Conditions and declare that the particulars provided by me/us with this application are true and correct.

Signature of Applicant	
Printed Name	
Date	