

# City Works Permit Application



**WHYALLA**

## Application to Undertake Work on Council Land

Pursuant to relevant sections of the Local Government Act  
Sections 212, 213, 218, 221 & 254.

The City of Whyalla  
PO Box 126  
WHYALLA SA 5600

Phone: 8640 3444

Fax: 8645 0155

[Council@whyalla.sa.gov.au](mailto:Council@whyalla.sa.gov.au)

### Your City Works Permit Application

Welcome to your City Works Permit Application for undertaking work on Council Land. Any work that is required to be carried out on Council's land requires separate approval before work can commence. The Whyalla City Council's Infrastructure Department manage all City Work approvals to ensure that work is carried out in a safe manner and that hazards are minimised.

Careful consideration needs to be taken in to account when planning the location of your proposed works. As the applicant it is your responsibility to ensure that there are no public Utility Infrastructure such as underground cables, pipes etc in the vicinity of the work. This can be obtained by calling DBYD (Dial Before You Dig) on 1100 or by making an online enquiry at [www.1100.com.au](http://www.1100.com.au). Council's Infrastructure Department will provide Council's service locations upon approval.

Approval needs to be obtained for any work that is out side your property boundary which may include Driveway Construction, Concrete/Paved Walkway, Private Stormwater Outlet, Underground Electrical Services, Landscaping on verge, Temporary occupation of Council Land, Traffic Management and other miscellaneous work.

As the applicant/contractor you are required to provide a current Public Risk Insurance Policy (Min \$20,000,000) and understand that you are responsible for any damage caused to Council Land and Public Utilities that may occur from your proposed work. Please ensure you read and understand all conditions attached to your permit prior to commencing work.

Upon completion of your work you are required to return the completion slip to the Whyalla City Council. You will find this at the bottom of your permit. Permits will be voided after 6 months.

A \$20.00 fee applies to all work applications with the exception of Driveway Construction and Landscaping applications payable upon lodging your application.

Should you have any questions in regards to your City Works Application please call Council's Infrastructure Department on (08) 8640 3444 or email [council@whyalla.sa.gov.au](mailto:council@whyalla.sa.gov.au).

### Declaration

**As the applicant/Contractor I acknowledge the above information and understand that I am required to obtain all relevant service locations and take responsibility for any damage caused to Council land or public Utilities as a result of this proposed work.**

Signature .....

Name .....

Date .....



### Office Use Only

Payment Type	Cash	Cheque	Card	N/A	Amount Paid	.....	
Receipt Number	.....						
Date	.....					Signature	.....

# City Works Permit Application

Please fill in all fields and submit to Council with all drawings and other documents required. Please allow 3 - 5 working days for processing. To find out the progress of your application, please contact Council's Infrastructure Department on 8640 3444.

You can return your application to the Civic Building, by email [council@whyalla.sa.gov.au](mailto:council@whyalla.sa.gov.au) or fax 8645 0155

## Applicant's Details

Name  Phone

Address

Email  Fax

### Address of proposed work

Address

### Contractor's Details (If Known)

Name  Phone

Address

Licence Number

## Proposed Work

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Driveway Construction</b><br>Repair/Reinstate or widen an existing driveway<br>Install new Concrete Crossover & Driveway                       | <input type="checkbox"/> <b>Landscaping Verge</b><br>Tree Planting (see preferred species list)<br>Grass / Flowers / Other                    |
| <input type="checkbox"/> <b>Private Stormwater Outlet</b><br>Repair existing stormwater outlet<br>Install additional stormwater outlet                                     | <input type="checkbox"/> <b>Various Concrete Construction</b><br>Pave / Concrete Walkway / Footpath<br>Concrete between footpath and boundary |
| <input type="checkbox"/> <b>Underground Services</b><br>Installation of electrical service to property.  | <input type="checkbox"/> <b>Miscellaneous</b> (Specify below )<br>.....<br>.....<br>.....   |
| <input type="checkbox"/> <b>Temporary Occupation of Council Land</b><br>Temporary Fence on Council Land<br>Temporary Scaffolding on Council Land<br>Temporary Road Closure |   |

## Details of Work (General Outline of proposed work, Materials / Equipment used, etc)

.....  
.....  
.....  
.....  
.....

## Dates of proposed Work

Start .....

Finish .....



# City Works Permit Application

As part of your application you are required to provide plans and other relevant documents which may be of relevance. Please use the space below to draw a detailed plan of your proposed work. Please provide measurements and accurate distances and clearly label your drawing.

## Drawing / Plans

Location .....

## Attachments

Please attach any plans, drawings, Public Risk Insurance or any other documentation that is required to your Permit Application and list in order below:

- 1 .....
- 2 .....
- 3 .....
- 4 .....

The Corporation of The City of Whyalla  
PO Box 126  
WHYALLA SA 5600

