

Administration

Cnr Gilmore Ave & Sulphur Rd, Kwinana WA 6167 | PO Box 21, Kwinana WA 6966
Hours Mon-Fri 8:30am-4:30pm | **Telephone** Mon-Fri 8:00am-5:00pm 08 9439 0200
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PART A – APPLICATION FOR TRAFFIC MANAGEMENT PLAN AUTHORISATION

I hereby apply for the City of Kwinana to undertake an assessment of the submitted Traffic Management Plan and to authorise the proposed works or activities, within existing road reserve and/or land vested to the City of Kwinana.

I agree to be bound by the conditions and requirements as detailed within the City of Kwinana’s Authorisation and Permits.

If a temporary thoroughfare closure is proposed, Part B – Application for a Temporary Thoroughfare Closure Permit must be completed and submitted with the application.

Details of Applicant – Principal Proponent of Works

Applicant Name

Company Name

Company Address

Phone

Email

Details of Applicant – Principal Agency Utility Services Provider

Applicant Name

Company Name

Company Address

Phone

Email

Details of the Applicant’s Contractor

Contact Name

Company Name

Company Address

Name of Supervisor

Contact Numbers

Business

After hours

Mobile

Details of Proposed works

Street Name(s)

Location of works

Purpose of works

Description and Methodology of Proposed Works

Detailed description required unless Construction Management Plan or other Reports / Plans provided to the City

Duration and hours of works

Checklist – Other Requirements and Documents to be Submitted

Plan of proposed works or detailed design drawings for construction
Temporary Thoroughfare Closure Permit Application – Part C of this form
Compliant Traffic Management Plan
Certificate of Currency for Public Liability Insurance of Sufficient Value
Security Deposit – Unconditional Bank Guarantee
Dilapidation Survey/Photographs of Existing Asset Conditions
Copies of public notification, stakeholder communication methods and strategies
Other Clearances, Permits or Approvals
Evidence of Approval of Works from Principal State Government Agency
Out of Hours Works Permit Application
Other approvals or legislative and statutory requirements
Other Management Plans e.g., Construction, Crane Lift, Environmental

Endorsement by Principal of Works

I hereby certify that this application contains a true and accurate description of the proposed works or undertakings and will be carried out in strict accordance with this application and relevant legislative and statutory requirements. All temporary traffic management design and implementation will be carried out in strict accordance with this application and relevant legislative and statutory requirements. I accept and undertake to comply with the conditions specified on this application and the issued authorisation and permit. I agree to inspect the site and report on any existing damage to the City's assets prior to commencing any works or activities. Failure to report such damage will make me liable to pay full restoration costs of damage found at the completion of the works.

Principal Applicant Name

Position / Title

Signature

Date

Application Fees

Refer to the City of Kwinana's current fees and charges for the applicable fees.

PART B – APPLICATION FOR A TEMPORARY THOROUGHFARE CLOSURE PERMIT

I, *(Applicant's full name)*

of *(Company name and address)*

apply for a Temporary Thoroughfare Closure Permit under the Local Government Act 1995, Part 3, Division 3 Sections 3.50 and 3.50A, for the following location:

No _____ Lot _____
Street/s _____
Suburb _____
for a period of _____
weeks/days namely _____ until _____
for the purpose of _____

Tick applicable

<input type="checkbox"/> Repairs or Maintenance
<input type="checkbox"/> Roadworks
<input type="checkbox"/> On-street or off-street event
<input type="checkbox"/> Other – for example, a service installation – please describe

Description and Methodology of Stakeholder Management and Communications

Checklist – Other Documents to be Submitted Supplementary to Part A

Evidence of approval/authorisation from other State Government Agency
Variable Message Signs Plan
Other Legislative and Statutory Requirements
Copies of public notification, stakeholder communication methods and strategies
Other Clearances, Permits or Approval

Checklist – Temporary Thoroughfare Closure Greater than 4 Weeks

Local Government Act 1995 Part 3 Division 3 Section 3.50, 3.50A, 3.51 & 3.52
Local Government (Administration) Regulations 1996 Part 1A Section 3A

<p>A written letter of the proposed order for a road closure giving adequate details of the proposal, including the location of the thoroughfare, where, when and why it would be closed, and inviting submissions from any person who wishes to make a submission. The City will only be responsible for managing the distribution of this letter to the stakeholders and persons prescribed under the Act.</p> <p>It is the responsibility of the Applicant to provide this letter to the City. The City will only be responsible for managing the distribution of this letter to the stakeholders and persons prescribed under the Act.</p>
<p>Draft public notification content of the proposed thoroughfare closure to be published on the City's website, forums, publications, and newsletters. The City will only be responsible for managing the distribution of this notice through the City's official public media forums and website.</p> <p>It is the responsibility of the Applicant to provide this letter to the City. The City will only be responsible for managing the distribution of this notice through the City's official public media forums and website.</p>
Acknowledgement of a local public notice period of not less than 7 days

Endorsement by Principal of Works

I hereby certify that this application contains a true and accurate description of the proposed works and will be carried out in strict accordance with this application and relevant legislative and statutory requirements. I accept and undertake to comply with the conditions within this application and the issued permit. I agree to inspect the site and report on any existing damage to the City's assets prior to commencing the works, event or undertaking. Failure to report such damage will make me liable to pay full restoration costs of damage found at the completion of the works.

Principal Applicant Name

Position / Title

Signature

Date

Permit Fees

Refer to the City's current fees and charges for the applicable permit fee.