

# Quality Management – City Assets



**QMF-CA-078**

**Application for Road Reserve Clearance Certificate-  
Sydney Water**

**COMPLETE AND LODGE THIS FORM at:**  
Administration Building - Customer Service  
86 Avoca Road, Wakeley NSW 2176  
**OR email: [mail@fairfieldcity.nsw.gov.au](mailto:mail@fairfieldcity.nsw.gov.au)**

Scoping Fee Code – 85 | Inspection Fee Code - 86

<b>OFFICE USE ONLY</b>	<b>DATE:</b>
	<b>RECEIPT NO:</b>

**UTILITY AUTHORITY DETAILS** (where the correspondence will be sent)

<b>Contact Name:</b>	<b>Utility/Company:</b>
	<b>Contact No:</b>
	<b>Email:</b>

**APPLICATION TYPE**

**SITE MAP - LOCATION OF WORKS (or attached)**

Tick the relevant box:

- Restoration (Scope & Inspection Fee applies) – unplanned work
- Project – Council to undertake restoration
- Project – Restoration by others - (Inspection Fee applies)

**Scoping Fee : \$48.50**  
**Inspection Fee : \$109.50**  
Per site/each stage

**I THE UNDERSIGNED, HAVE READ AND UNDERSTAND COUNCIL'S TERMS AND CONDITIONS FOR WORKS SUBMITTING THE FOLLOWING MANDATORY DOCUMENTATION**

- Traffic Management Plan (as per AS 1742.3 & RMS Traffic Control at Work Sites manual) pertaining to the site work proposed.
- Road Reserve Dilapidation Report – Condition Assessment Report (QMF-CA-002) or similar
- Construction drawing and specifications
- Quality assurance documents including photo evidence during construction to ensure that the works are undertaken in line with drawing and specifications
- A warranty period of two years will apply from the date of completion (after issuing of road reserve clearance certificate by council) for the workmanship for the restoration works as measured against the pre-construction condition. Utility Authority will maintain the public liability responsibility for the restoration works for a period of two years from the date of completion.

**6. Site Location Map**

*Within 10 days of lodgement of this application, Council's Traffic and Transport Branch will advise any amendment.*

*The Asset Management Division will forward an invoice following review of the proposed work.*

Following completion of restoration undertaken by others:

- An inspection will be completed by Council Officers, who will determine any damage to Council's assets prior to issuing a Road Reserve Clearance Certificate. (QMF-CA-074).
- If there is any damage to Council assets caused by the works, then the applicant is required to undertake rectification works at their cost within the allocated period. If the works are not completed within the given time frame to a satisfactory condition, Council may undertake the restoration / repair works with the applicant bearing the full cost in accordance with Council's fees & charges
- If works are required or unsatisfactory and more than one inspection is required, a further fee is required for each subsequent inspection. Additional fees shall be paid prior to each inspection.

**APPLICANT NAME:** ..... *and/or* ..... **SIGNATURE:** ..... **DATE:** .....