



APPLICATION FOR APPROVAL

Prior to completing this application form please read the City of Vincent Construction Management Plan Guidelines. If more space is required, additional pages may be attached.

SITE DETAILS	
Address	
Development Approval application number	
Building Permit application number (if known)	

BUILDER DETAILS			
Builder's name			
Registration no. or owner-builder approval no.			
Address			
Telephone		Mobile number	
Email address		Site contact	

OWNER DETAILS	
Owner's name/s	
Address	
Mobile number	
Email address	

1. PUBLIC SAFETY, AMENITY AND SITE SECURITY
<p>Site Signage</p> <p>To enable noise and nuisance complaints to be managed onsite in the first instance, signage specifying any security measures and key contact details of an essential site person who is contactable 24 hours a day must be erected at the entrance to the site.</p> <p>The signage should include <i>"Construction work times for this site are 7.00am – 7.00pm Monday to Saturday only". Should problems in relation to building noise occur outside the above permitted hours, or for any other enquiry, complaint or emergency relating the this site at anytime please contact ..."</i></p> <p>Please attach a copy of the sign.</p> <p><input type="checkbox"/> Copy of sign attached to this application form</p>
<p>Public Safety</p> <p>The applicant is to provide details of public safety provisions, hoardings and gantries.</p> <p>Depending on the nature of the works, an approved Traffic Management Plan (TMP) for the works being undertaken may need to be in place on the work site at all times and the Contractor's Manager/Site Supervisor will be required to ensure compliance with AS1742.3 – 2009 and Main Roads Code of Practice 2010.</p>
<p>Control of Sand and Dust</p> <p>What methods are proposed to control the drift of sand and dust from the site?</p>



1. PUBLIC SAFETY, AMENITY AND SITE SECURITY (Continued)

Site Security

What security measures will be in place to prevent unauthorised access to the site?

Noise Management

Is it anticipated that there will be any requirement to work outside the permitted work hours of 7am to 7pm Monday to Saturday or on Public Holidays Yes No

If yes, please submit an [Application for Regulation 13 – Out of Hours Construction Work Permit](#). This application must be submitted at least 7 days prior to the construction works commencing.

Have all staff and sub-contractors been advised that construction noise MUST not commence prior to 7am, in accordance with the Environmental Protection (Noise) Regulations 1997? Please note construction noise includes the unpacking of tools Yes No

Please provide details of work hours and noise management, in line with AS2436-1981 Guide to Noise Control on Construction, Maintenance and Demolition Sites :

Condition of Footpath and Road Reserve

The applicant shall be responsible for the protection of the City's Infrastructure AT ALL TIMES during the works.

NOTE: This includes ensuring drainage gullies, inspection chambers, roads and footpaths remain free from any sand/debris emanating from the construction site.

A works bond fee shall be paid on application of the building permit. The applicant will be responsible for all costs associated with the required maintenance of the City's infrastructure during the works and any re-instatement of the City's infrastructure during, as requires, and at the conclusion of the works.

Pre Work Inspection

Do you require a pre-works inspection of the existing condition of the City's infrastructure to be recorded for reference at completion of the works? Yes No

If no, it will be assumed the City's infrastructure is in an acceptable condition for the purposes of refund of works bond.

2. STORM WATER AND SEDIMENT CONTROL

Wash Down Areas for Trucks

Will there be a requirement to wash excess concrete or other materials out of trucks, mixers etc? If so, has a place been allocated on site? Yes No

If yes, please provide details below. **Please note that it is not permissible to wash down into the City's street drainage system:**

Dewatering

Pre approval from the City will be required prior to discharging any ground water from the site into the City's street drainage system during the de watering operations. In addition subject to the findings of the consultant's report, approval may also be required from State Agencies e.g. Swan River Trust, Department of Water and Department of Environment and Environmental Regulation.

Will dewatering of the site be necessary? Yes No

If yes, please provide details below and attach a report from an appropriately qualified consultant outlining the proposal, duration of operation, water quality etc.



3. TRAFFIC AND ACCESS MANAGEMENT

Road and/or Footpath Obstructions

Adequate measures, to the satisfaction of the City, shall be taken by the applicant to maintain pedestrian and vehicular access to the road reserve and to ensure the City's facilities are safeguarded.

Is it proposed that the footpath, road, right of way, or verge be obstructed in any manner, for any period during the works? This includes placement of cranes, gantries, skips etc. Yes No

If answered "YES" please provide details below and attach your completed application for a **Permit for Works / Placement in Road Reserve**.

Storage of Materials and Equipment on Site

Is it proposed that any materials will be stored off site, i.e. on the verge? Yes No

If answered "YES" please provide details below and attach your completed application for a **Permit for Works / Placement in Road Reserve**.

NOTE: Site toilets must be provided onsite and within 2 metres of the property boundary. Please indicate on the site plan where materials are to be stored and extent of any hoardings, gantries or scaffolding.

Access to site

Will access to the site be required through any other properties or reserves? Yes No

If "YES" please provide details and copies of the written authorization of the property owner, to do so.

Will a temporary crossover be required? Yes No

If "YES" please attach a completed **Application for Crossover installation**.

Parking for contractors and subcontractors

Parking and traffic controls around building sites must be complied with and accommodated in a manner that minimises disruption to the precinct. It should be noted that parking across a footpath is illegal.

Detail proposed provisions made for contractor/worker vehicles and annotate proposed parking location on the site plan.

4. WASTE MANAGEMENT AND MATERIAL RE-USE

Storage & Disposal of Rubbish

Detail how rubbish and waste are to be contained on site and removed from site. Please indicate on the site plan where waste will be stored.

NOTE: Allowing litter, sand and other materials to spread from the site to the public realm and neighbouring properties is an offence.

Waste Generation

Detail how waste generated onsite will be minimised and disposed of to reduce any impact on the environment (recycling, reuse or landfill):



5. EARTHWORKS AND ASSOCIATED MATTERS

Ground Anchors

Will ground anchors be installed beyond the property boundary? Yes No

If "YES" please provide details certified by an appropriately qualified consultant and written prescribed consent of the affected neighbours for approval.

Are ground anchors or other measures proposed which may affect the adjacent road reserve, right of way, or other property under the care, control and management of the City? Yes No

If "YES" please provide details certified by an appropriately qualified consultant.

Vibration Management

Will any building operations or earthworks involve the use of equipment that could possibly cause damage by vibration or settlement to:

- i) the property of an adjoining owner or the City's?
 - ii) the adjacent road reserve, right of way, or other property under the care, control and management of the City or any other public authority?
- Yes No

Provide details of any equipment, which may cause excessive vibrations and attach management details certified by an appropriately qualified consultant. For example, applications that include sheet piling may need to provide details of vibration monitoring and reporting, geotechnical and acoustic reports.

Excavation Management

Are there any excavation works proposed that could possibly cause damage to:

- i) the property of an adjoining owner or the City's?
 - ii) the adjacent road reserve, right of way, or other property under the care, control and management of the City or any other public authority?
- Yes No

Provide details of how land is to be retained as part of the excavation works to ensure there is no movement of or impact to adjacent properties and attach management details certified by an appropriately qualified consultant.

NOTE: the City does not encourage Sheet Piling and encourages less intrusive methods of ground retention.

Underpinning

Will ground stabilisation or underpinning be required at the property boundary or to structures on adjoining properties?

Yes No

If yes, please provide evidence in writing that the prescribed notice has been given to the adjoining property owner pursuant to Section 76 of the *Building Act 2011*.

Dilapidation Report

If you answered yes to any of the matters relating to earthworks and associated matters, the City may require the builder to arrange for a dilapidation survey to be conducted on all adjacent buildings which may be deleteriously affected by the works. This will ensure that any damage arising from the works can be clearly identified.

Dilapidation surveys attached Yes No



6. SITE PLAN

Please attach a scaled site plan (1:100 or 1:200) with your application indicating the following:

- Location of all of the City's infrastructure (i.e street trees, signage, kerbing, drainage, street lights and power poles)
- Where materials will be unloaded
- Where materials will be stored
- Location of waste disposal bins
- Location of materials hoist
- Location of temporary sanitary facilities
- Location of any proposed work zones, if any
- Location of concrete mixer
- Location of any hoardings or gantries
- Location of scaffolding
- Location of crossovers or other access points
- Location of wash down areas for trucks
- Parking arrangements for work site personnel
- Any proposed redirection of pedestrian traffic
- Parking for concrete and delivery trucks
- Perimeter fencing
- Public Safety and Traffic Management

7. APPLICATIONS FOR PERMITS AND OTHER APPROVALS

The Construction Management Plan is a requirement of Planning and Building approval BUT DOES NOT NEGATE the requirement for separate applications and approvals for items such as:

- Road and footpath closures/obstructions;
- Work zones;
- Gantry and hoardings;
- Works bond inspection request;
- Use of parking bays;
- Disposal of water from dewatering operations;
- Noise Management Plan;
- Signs.

These Permit Applications can be obtained from the City's Ranger Services.

8. INDEMNIFICATION

Upon submission of the Construction Management Plan, the applicant undertakes to indemnify the City of Vincent against ALL claims which may be made against the City for damages or otherwise, in respect of any loss, damage, death or injury caused by, or in the course of or arising out of the use of the road reserve and the property of the City of Vincent, during all periods when the reserves are in use due to the works associated with the development.

9. DECLARATION

I accept responsibility for ensuring compliance with the local laws, statutes and conditions pertaining to use of the Road Reserve and City property on behalf of the afore named organisation.

Name of applicant(s)	
Signature of applicant(s)	
Date	

To submit the Construction Management Plan please email this form to mail@vincent.wa.gov.au

If you would like further information on the Construction Management Plan requirements please contact the City on:

Phone: 9273 6000

Email: mail@vincent.wa.gov.au

Address: Main Administration Building, 244 Vincent Street, Leederville 6007, WA