



CONSTRUCTION OR RECONSTRUCTION OF STANDARD FOOTPATH CROSSINGS

General Information

1. Where kerb and gutter exists, Council will permit owners' contractors to construct a standard concrete layback in the kerb in accordance with Council's Standard Drawing No's. DS1, DS7, DS8, DS9 & DS10. The work is to be inspected and approved by Council's Civil Assets Inspector, as set out in this document.
2. Footpath crossings are not to be constructed unless an approved layback already exists or where one is incorporated into the footpath crossing construction.
3. Where an approved layback exists, Council will permit the construction of a footpath crossing in accordance with the enclosed standard drawings.

Standard Requirements

- An application and payment of inspection fees must be made prior to commencing any construction within the road reserve (property boundary to property boundary).
- The minimum width of any footpath crossing shall be **3.5 metres for residential** (unless an existing narrow layback is to be used) **and 5.5 metres for light commercial areas** as indicated in Standard Drawing DS8 & DS9.
- The maximum width of any footpath crossing shall be **5.5 metres for residential and 7.2 metres for light commercial areas**.
- Crossing widths and construction details for heavy commercial or industrial sites must be designed to suit and plans submitted to the Supervisor Civil Assets for approval.
- The number of crossings permitted shall be limited to one per property with frontages up to 18 metres and two where the frontage exceeds 18 metres. Where two crossings are permitted, a minimum separation of 7 metres must be provided. Location of existing trees and utility services etc. may prevent the installation of two crossings.
- Footpath crossings shall be constructed at right angles to the kerb and gutter or road centre-line where practicable. In special circumstances, including the requirement to avoid obstructions, and subject to prior approval, this angle may be reduced to not less than 60 degrees to the kerb and gutter or the centre-line of the road, as indicated in Standard Drawing DS8 & DS9.

Levels

- The required boundary level must be determined by the contractor based on the attached vehicular crossing profile (DS10).
- Any change in slope of the vehicular access at/or within the property boundary should be designed to avoid vehicles scraping. The grade of the driveway within the property, are matters for determination by the owner and for which Council cannot accept any liability.
- The longitudinal street grade or slope of the driveway at the property boundary must follow the grade of the adjoining kerb and gutter.

Inspection

- **Council's Asset Inspector must be given a minimum 24 hours notice** for formwork inspections. Requests for inspection made after 2pm will not be scheduled for the following day. **Work must not proceed until the inspection is complete and approval to pour has been given.**
- **Inspections will only be carried out between 8.00am and 11.00am, Monday to Friday. Please call 9806 5616 for bookings.**

Specification

1. All works shall be completed to the satisfaction of the Supervisor Civil Assets or his nominated representative.
2. All Footpath Crossings shall be constructed in Plain Concrete using ready mixed concrete to thickness and with reinforcement as shown on Standard Drawing DS8 or DS9. Concrete strength shall be no less than 25 MPa at 28 days and the surface shall be broomed or wood float finish. Expansion jointing shall be placed to the full depth of the slab against existing or new dish gutter or layback, existing concrete footpath and at the property boundary line. No other material, colouring or surface treatment will be permitted unless the crossing is in the CBD or Neighbourhood Centre.

All footpath crossings constructed within the Parramatta CBD area or Neighbourhood Centres, are to comply with the appropriate paving policy.

Council will accept no liability for the restoration of any damage caused to this type of crossing by any public utility, authority or other person, and this is a condition of approval for the construction of paved crossings.

3. It is the owner's/contractors responsibility to ensure that work is carried out in a safe manner without inconvenience to users of the road or footpath. The owner shall ensure that the works are properly barricaded and lit in accordance with Australian Standard AS 1742.3 *Traffic Control Devices for Works on Roads*, and that he/she and his/her contractor comply with the provisions of the NSW Occupational Health and Safety Act 2000. It is also the owner's responsibility to ensure he/she and his/her contractor carries adequate public liability insurance. Council will accept no liability for injury or damage to any person or thing during the course of the work
4. The owner of the property shall negotiate with any public utility or statutory authority (including Council) whose services may be affected by the proposed crossing and shall bear the full cost of any alterations required to such services. On any State Road/ Regional Road (list attached) or other high risk location e.g. near school, shops or traffic lights etc., the crossing is to be constructed in 2 stages such that pedestrian access is not impeded. Safe pedestrian access is to be provided past the works in accordance with Australian Standard AS 1742.3. On all other roads, barricades or bollards with flashing lights are to be placed adjacent to the work to allow a 1.5m wide pedestrian access along the roadway. Appropriate signage is to be placed in the street to advise motorists of the work.
5. Works undertaken must be complete to the satisfaction of the Asset Inspector, inclusive of all restoration, adjustment of adjoining footpath or verge surfaces, relocation of services, and any other works deemed necessary, with all costs for such works to be borne by the owner/contractor.
6. Where an existing layback or dish gutter is made redundant by the construction of the new crossing, they are to be removed and replaced with a standard kerb construction (see DS1). Any disused driveway surface is to be removed and the area re-grassed to the satisfaction of the Asset Inspector.
7. Crossings on corner allotments are not to be constructed within 6 metres of the intersection of street alignments.
8. Crossings shall not encroach over the frontage of an adjoining allotment without prior approval of Council. Applicants should seek the written agreement of the neighbouring property owner and submit this for Council consideration.

NOTE

Unless existing gutter is damaged, it shall not be removed without the approval of the Asset Inspector. Preference is given to removal of kerb profile or existing layback only and the new construction secured to existing gutter by 300mm Y12 dowels at 600mm centres. Where the removal of existing gutter is unavoidable the owner shall make allowance for reinstatement of the road surface in the event that it is damaged during the removal.

Restoration of the road surface shall be carried out to the following specification.

1. Saw-cut existing road surface 500mm parallel to the gutter construction and remove the bituminous material to a minimum depth of 70mm.
2. Replace the bituminous material with minimum AC10 Hot Mix compacted in accordance with AUS-SPEC #2, Specification 306. The evenness of the resulting restored surface shall be such that an impact is not transmitted to traffic passing over the restoration.
3. The roadway shall be restored in a continuous manner to a condition equivalent to that existing at the commencement of the work.
4. All edges adjoining existing bituminous/asphalt surfaces are to be sealed with an approved rubberised bitumen seal.

Definition of Terms

1. Footpath Crossing:

The area between the kerb and gutter and the property boundary, which is used to drive from the roadway into the property.

Also sometimes called; crossing, vehicular crossing, vehicular entrance, driveway, vehicular access.

2. Footpath

The area between the kerb and gutter and the property boundary. Also sometimes called; verge, footway, nature strip.

Note: a constructed concrete or asphalt (bitumen) footpath may form part of the wider term 'footpath' used in this document.

3. Layback

The "flattened" part of the kerbing which is used for driving a vehicle across the footpath. Please note that "roll kerbing" does not require the construction of a layback.

Also sometimes called; a gutter crossing.

As most of Council's roads have kerb and gutter, the use of the term layback is sufficient. However, there will be places where the term "gutter crossing" may be used to describe the physical structure which provides access from the roadway to the footpath.

RTA State and Regional Roads

State Road

Briens Road (Cumberland Highway)
Carlingford Road
Church Street (Windsor Road to Victoria Road)
Church Street (Parkes Street to Woodville Road)
Great Western Highway
Hart Drive (Cumberland Highway)
James Ruse Drive
Kissing Point Road (James Ruse Drive to Stewart Street)
Marsden Road
Old Windsor Road
Parramatta Road (Great Western Highway)
Pennant Hills Road (James Ruse Drive to Carlingford Road)
Silverwater Road
Stewart Street – Dundas
Terry Road
Victoria Road (East of Church Street)
Windsor Road
Wingate Avenue - Epping
Woodville Road

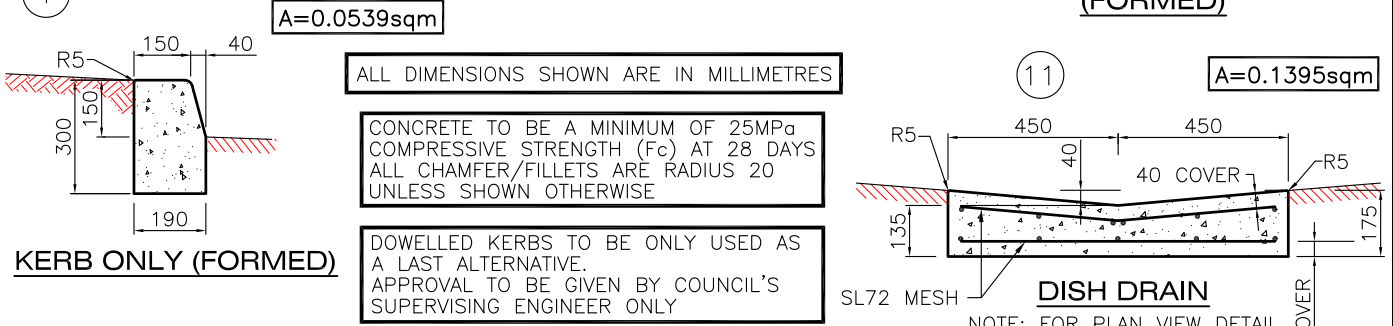
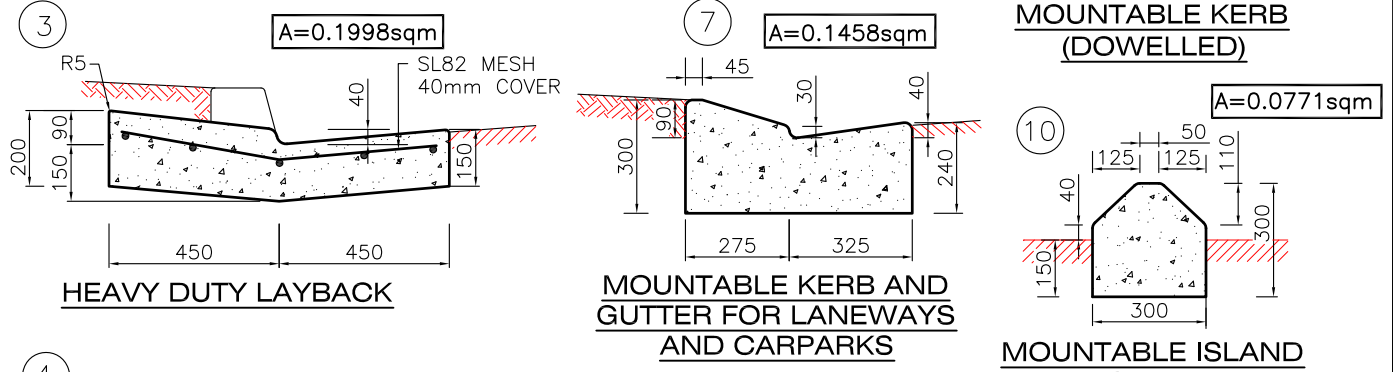
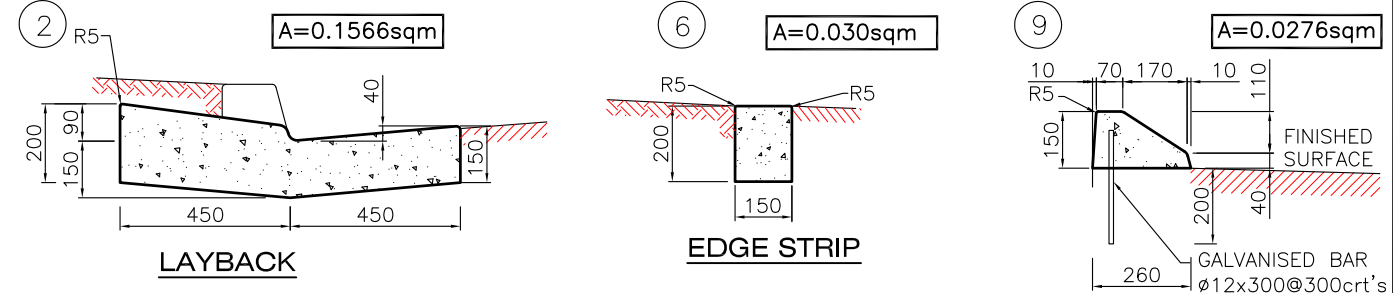
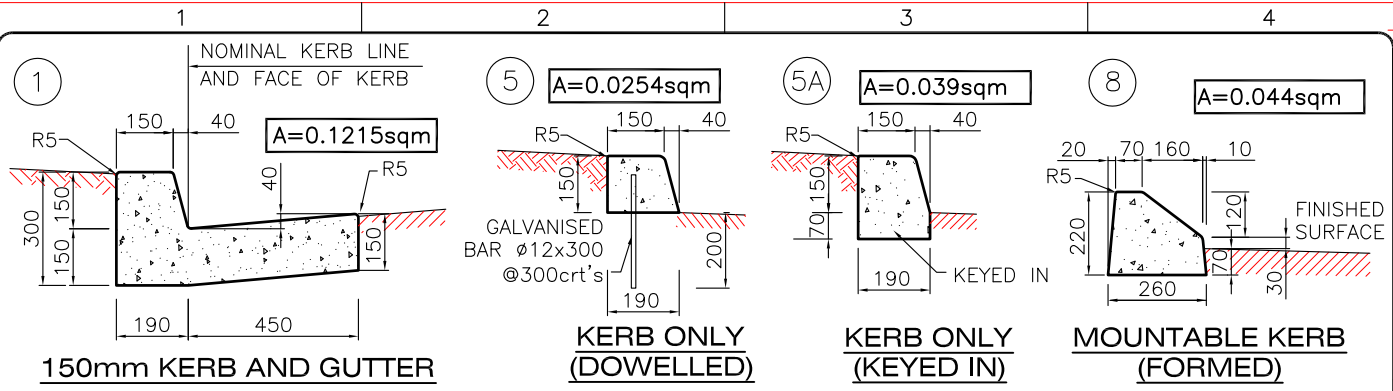
Regional Road

Albert Street (Church Street to O'Connell Street) – North Parramatta
Barney Street (Church Street to O'Connell Street) – North Parramatta
Bold Street – Granville
Boundary Road (Ferndell Street to Hector Street) – South Granville
Clyde Street - Granville
Ferndell Street – South Granville
Fitzwilliam Road – Toongabbie
Hassall Street (Parkes Street to James Ruse Drive) – Parramatta
Hector Street – South Granville
Loftus Street - Guildford
Macquarie Street (O'Connell Street to Pitt Street) – Parramatta
Memorial Drive (Bold Street to Clyde Street) – Granville
Merrylands Road – Merrylands
Mombri Street - Guildford
North Rocks Road – Northmead
O'Connell Street – Parramatta
Oxford Street - Guildford
Parkes Street – Parramatta
Pennant Hills Road (Church Street to James Ruse Drive) – North Parramatta
Pennant Street – Parramatta
Pitt Street – Parramatta
Railway Terrace – Guildford
Randle Street - Granville
Rawson Road – Guildford
Station Road – Toongabbie
Victoria Road (Church Street to O'Connell Street) – Parramatta
Wellington Road – South Granville
Wentworth Avenue (Hart Drive to Fitzwilliam Road) – Toongabbi

NOTE: for all work on or near both State and Regional roads, or within 100m of traffic lights, clearance from the RTA is also required. Please contact the following departments at least 14 days before commencing any construction work:

RTA Asset Management Services, Level 3/83, Flushcombe Road, BLACKTOWN NSW 2148.

RTA Transport Management Centre, 25 Garden Street, Eveleigh NSW 1430. Tel. 8396 1513



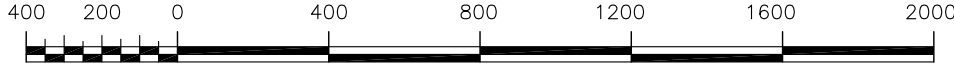
ALL DIMENSIONS SHOWN ARE IN MILLIMETRES

CONCRETE TO BE A MINIMUM OF 25MPa COMPRESSIVE STRENGTH (Fc) AT 28 DAYS
 ALL CHAMFER/FILLETS ARE RADIUS 20 UNLESS SHOWN OTHERWISE

DOWELLED KERBS TO BE ONLY USED AS A LAST ALTERNATIVE.
 APPROVAL TO BE GIVEN BY COUNCIL'S SUPERVISING ENGINEER ONLY

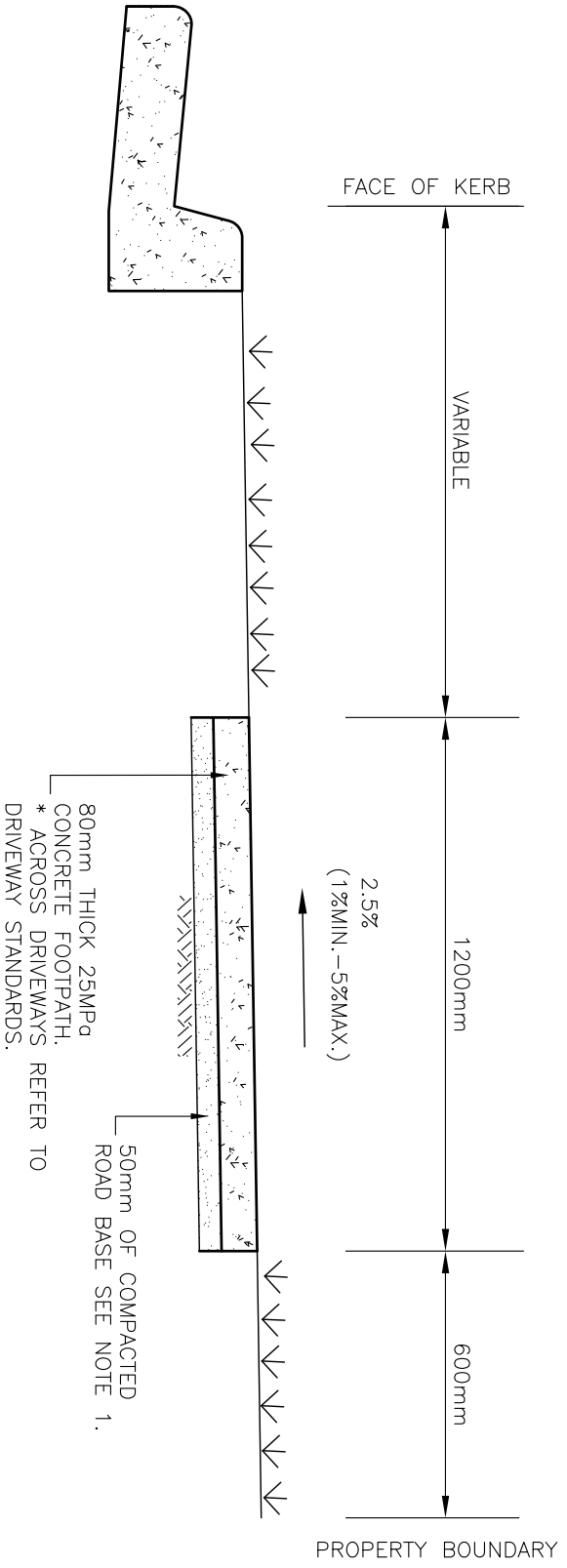
NOTES

- ROAD BASE MATERIAL IS TO BE DGB20 OR SIMILAR AND COMPACTED TO 100% STANDARD MAXIMUM DRY DENSITY IN ACCORDANCE WITH A.S. 1289.5.1.1
- ROAD BASE MATERIAL 150mm THICK TO BE PLACED BENEATH KERB & GUTTER AND 300mm BEYOND THE EXTERNAL EDGES OF KERB & GUTTERS, APRONS, AND CROSSINGS.
- ALL DISTURBED AREAS TO BE TOPSOILED WITH 75mm OF APPROVED LOAM AND TURFED AS SOON AS PRACTICABLE TO ENCOURAGE REVEGETATION AND MINIMISE SOIL EROSION FROM SITE.
- PROVIDE SAWCUT AND REINSTATE 500mm INTO ROAD PAVEMENT FROM FRONT EDGE OF CONCRETE WORKS UNLESS OTHERWISE INSTRUCTED BY COUNCIL'S INSPECTOR.
- REINSTATE PAVEMENT WITH 175mm DEPTH DEEP LIFT (AC14) AND 30mm DEPTH AC10 COMPACTED TO 100% MODIFIED. CRACK SEAL ALL BITUMEN TO BITUMEN FACES.
- APPROVED FULL DEPTH EXPANSION JOINTS (10mm) TO BE PROVIDED AS FOLLOWS:
 - BETWEEN NEW AND EXISTING WORKS
 - BETWEEN LAYBACK WINGS AND KERB
 - EITHER SIDE OF ANY LINTELS
 - AT EVERY 6m INTERVALS ALONG CONTINUOUS LENGTHS (PROVIDE A DUMMY JOINT AT EVERY 2m INTERVALS)
- ALL SURFACES TO BE STEEL TROWEL FINISHED.
- ROOFWATER OUTLETS TO BE PROVIDED IN ACCORDANCE WITH STANDARD DRAWING DS2.
- USE CLEAN FILL AS BACKFILL MATERIAL UNLESS INSTRUCTED OTHERWISE.



SCALE OF MILLIMETRES 1:20

STATUS APPROVED		Scale: 1:20	PARRAMATTA CITY COUNCIL		PLAN N°
DESIGNED	Date:	ASSET OWNER	Date:	KERBS AND LAYBACKS	
DESIGN CHECKED & APPROVED				SECTION DETAILS AND NOTES	
				DS1	
				Sheet No : 1 of 1	
				Revision :	



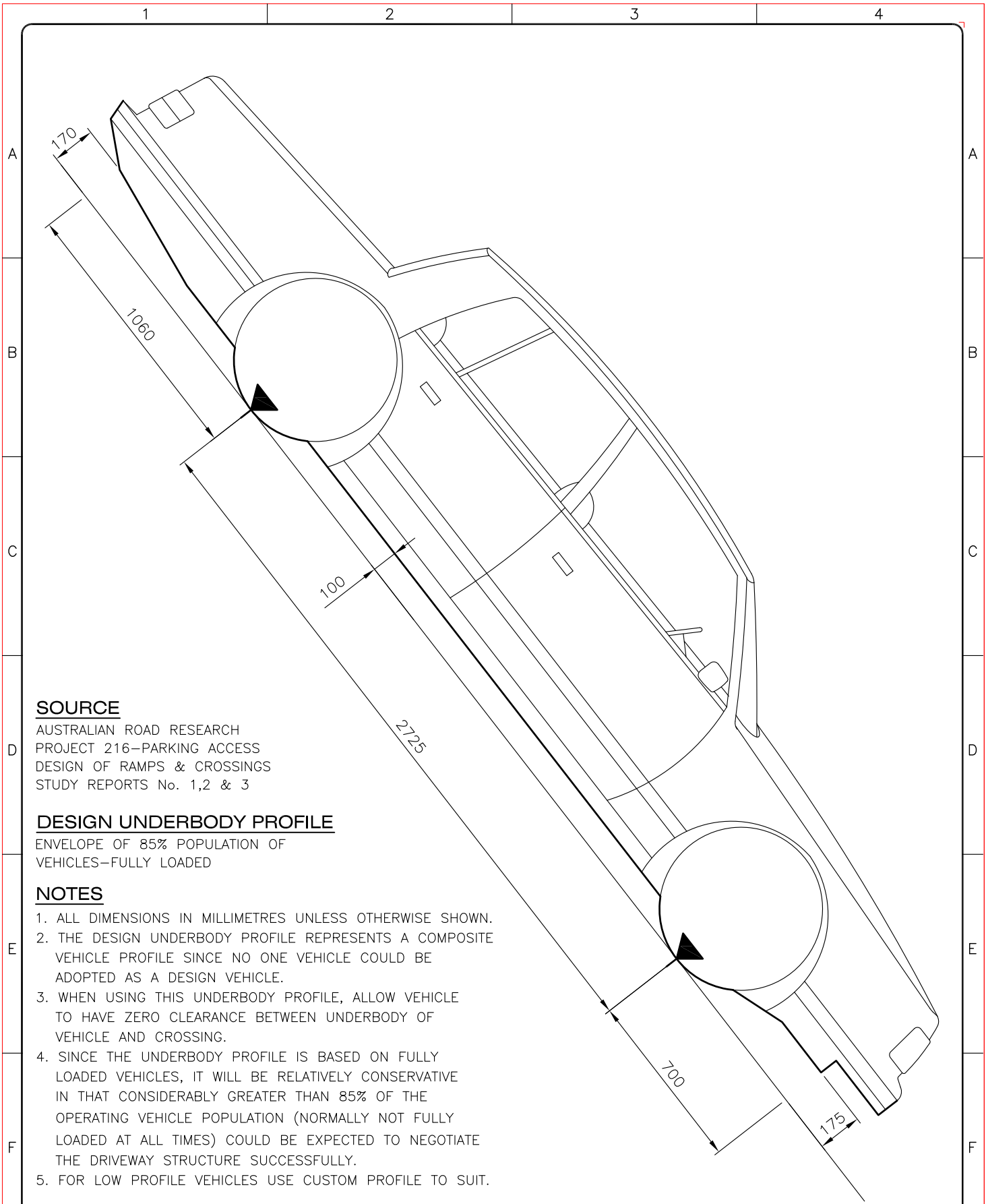
TYPICAL FOOTWAY SECTION

N.T.S

NOTES

1. BASE MATERIAL IS TO BE DGB20 OR SIMILAR. COMPACT TO 100% STANDARD MAXIMUM DRY DENSITY IN ACCORDANCE WITH A.S. 1289.5.1.1
2. PROVIDE FULL DEPTH EXPANSION JOINT 10mm WIDE AT 6m SPACING, PROVIDE TOOLED DUMMY JOINTS 10mm WIDE BY 10mm DEEP AT 1.2m SPACING.
3. ALL SURFACES TO BE BROOM FINISHED WITH TOOL EDGES.
4. ALL DISTURBED AREAS TO BE TOPSOILED WITH 75mm APPROVED LOAM AND TUREED AS SOON AS PRACTICABLE TO ENCOURAGE REVEGETATION AND MINIMISE SOIL EROSION FROM SITE.
5. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE SHOWN.

AMENDMENTS			STATUS	Scale:	N.T.S.	PARRAMATTA CITY COUNCIL		PLAN N°	
No.	DETAIL	DATE	CHECKED	APPROVED					
				DESIGNED	Date:	ASSET OWNER	Date:		
				DESIGN CHECKED & APPROVED	Date:	MANAGER CAPITAL PROJECTS	Date:		
							FOOTPATH		Sheet No : 1 of 1
							SECTION DETAILS AND NOTES		Revision :



SOURCE

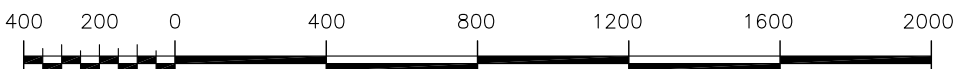
AUSTRALIAN ROAD RESEARCH
 PROJECT 216-PARKING ACCESS
 DESIGN OF RAMPS & CROSSINGS
 STUDY REPORTS No. 1,2 & 3

DESIGN UNDERBODY PROFILE

ENVELOPE OF 85% POPULATION OF
 VEHICLES-FULLY LOADED

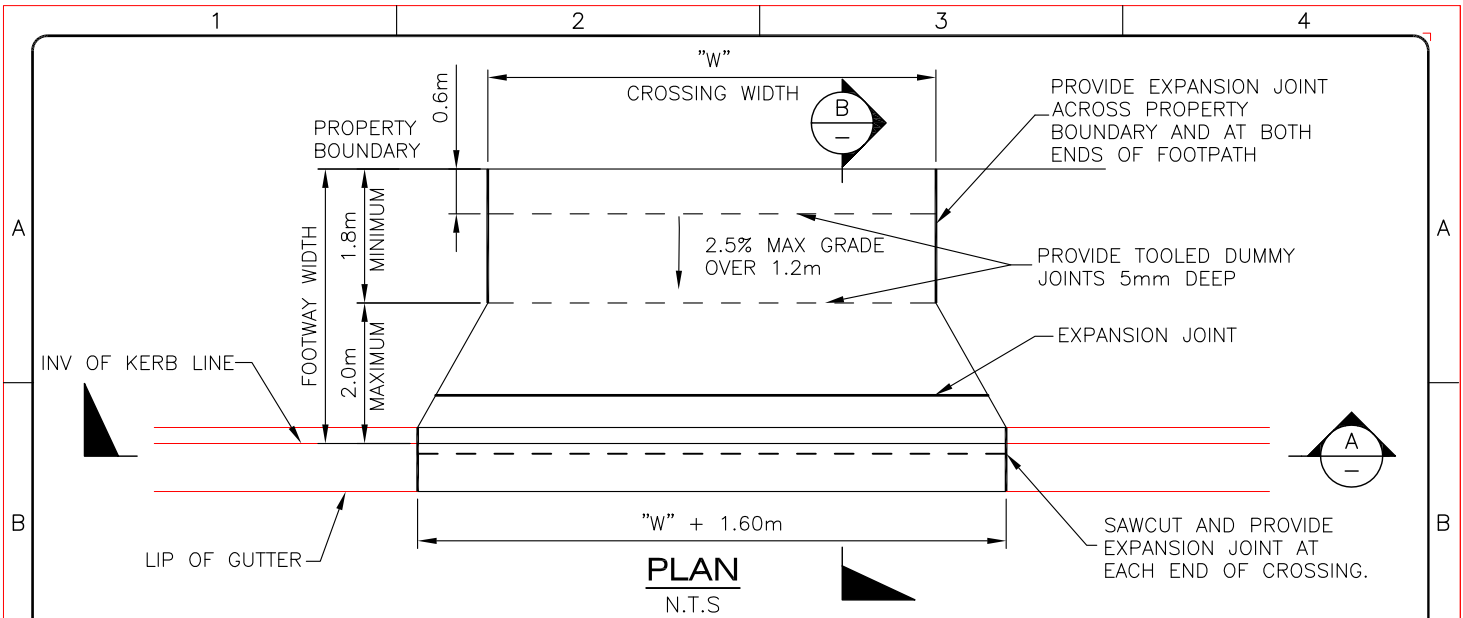
NOTES

1. ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE SHOWN.
2. THE DESIGN UNDERBODY PROFILE REPRESENTS A COMPOSITE VEHICLE PROFILE SINCE NO ONE VEHICLE COULD BE ADOPTED AS A DESIGN VEHICLE.
3. WHEN USING THIS UNDERBODY PROFILE, ALLOW VEHICLE TO HAVE ZERO CLEARANCE BETWEEN UNDERBODY OF VEHICLE AND CROSSING.
4. SINCE THE UNDERBODY PROFILE IS BASED ON FULLY LOADED VEHICLES, IT WILL BE RELATIVELY CONSERVATIVE IN THAT CONSIDERABLY GREATER THAN 85% OF THE OPERATING VEHICLE POPULATION (NORMALLY NOT FULLY LOADED AT ALL TIMES) COULD BE EXPECTED TO NEGOTIATE THE DRIVEWAY STRUCTURE SUCCESSFULLY.
5. FOR LOW PROFILE VEHICLES USE CUSTOM PROFILE TO SUIT.



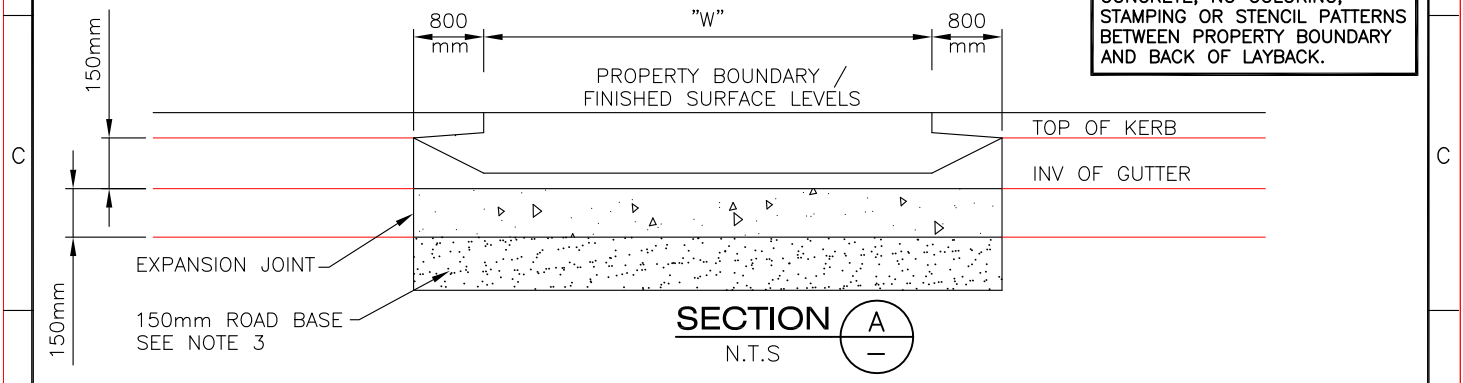
SCALE OF MILLIMETRES 1:20

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DESIGNED	Date:	ASSET OWNER		Date:
DESIGN CHECKED & APPROVED	Date:	MANAGER CAPITAL PROJECTS	Date:	DS7
			PROFILE AND NOTES	Sheet No : 1 of 1
				Revision :

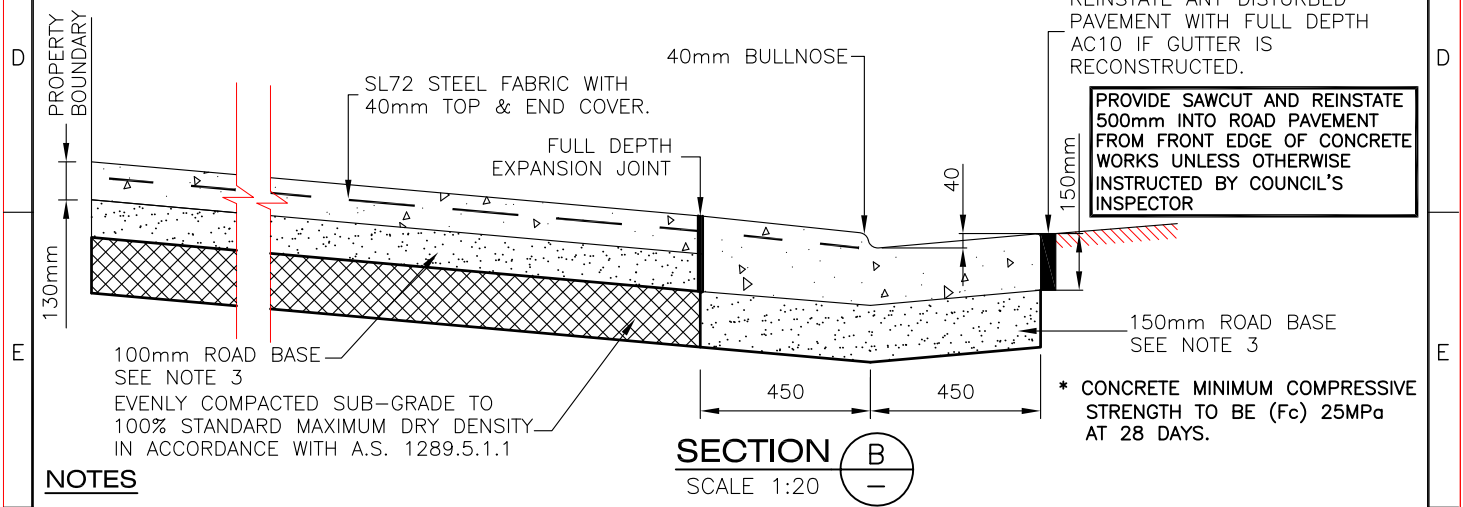


PLAN
N.T.S

DRIVEWAYS TO BE LAID IN PLAIN CONCRETE, NO COLORING, STAMPING OR STENCIL PATTERNS BETWEEN PROPERTY BOUNDARY AND BACK OF LAYBACK.



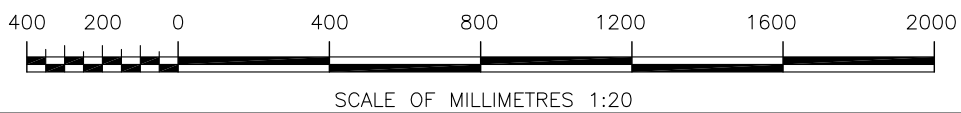
SECTION A
N.T.S



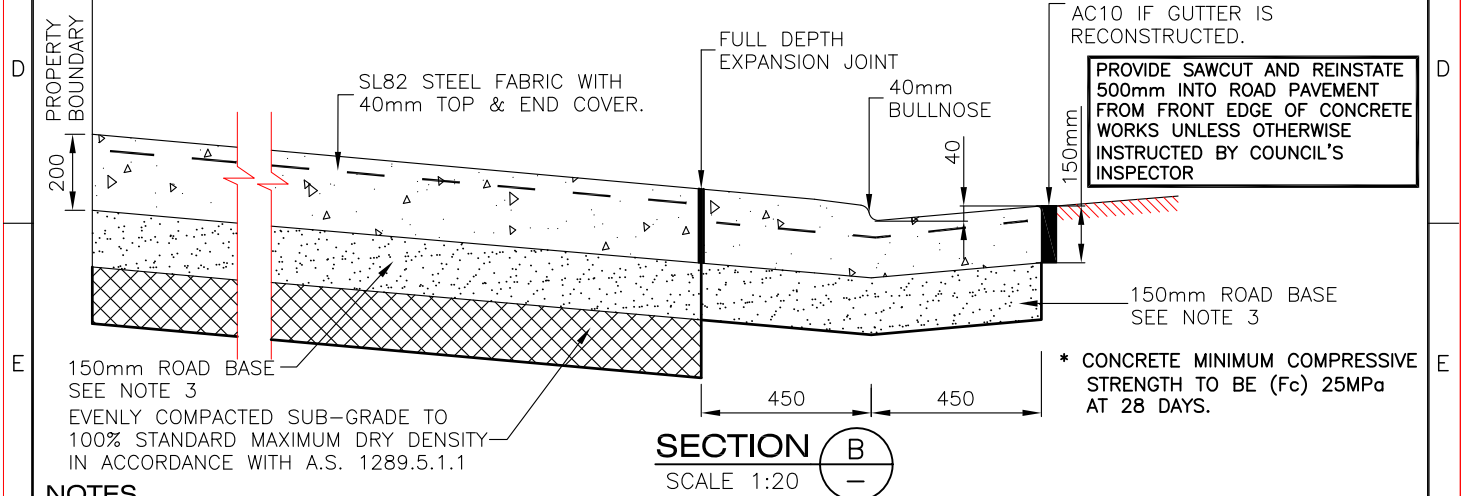
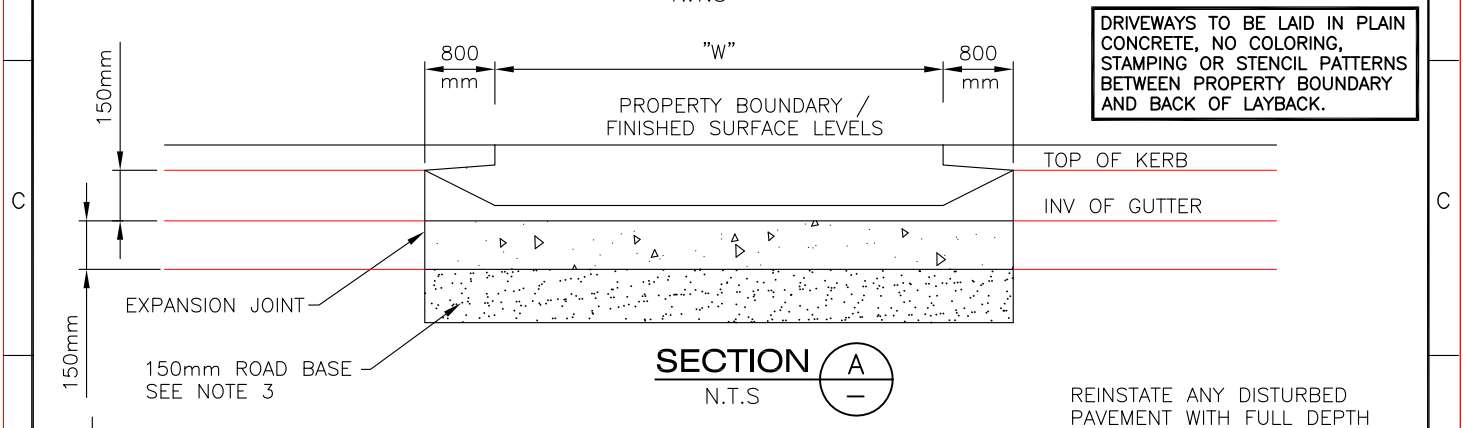
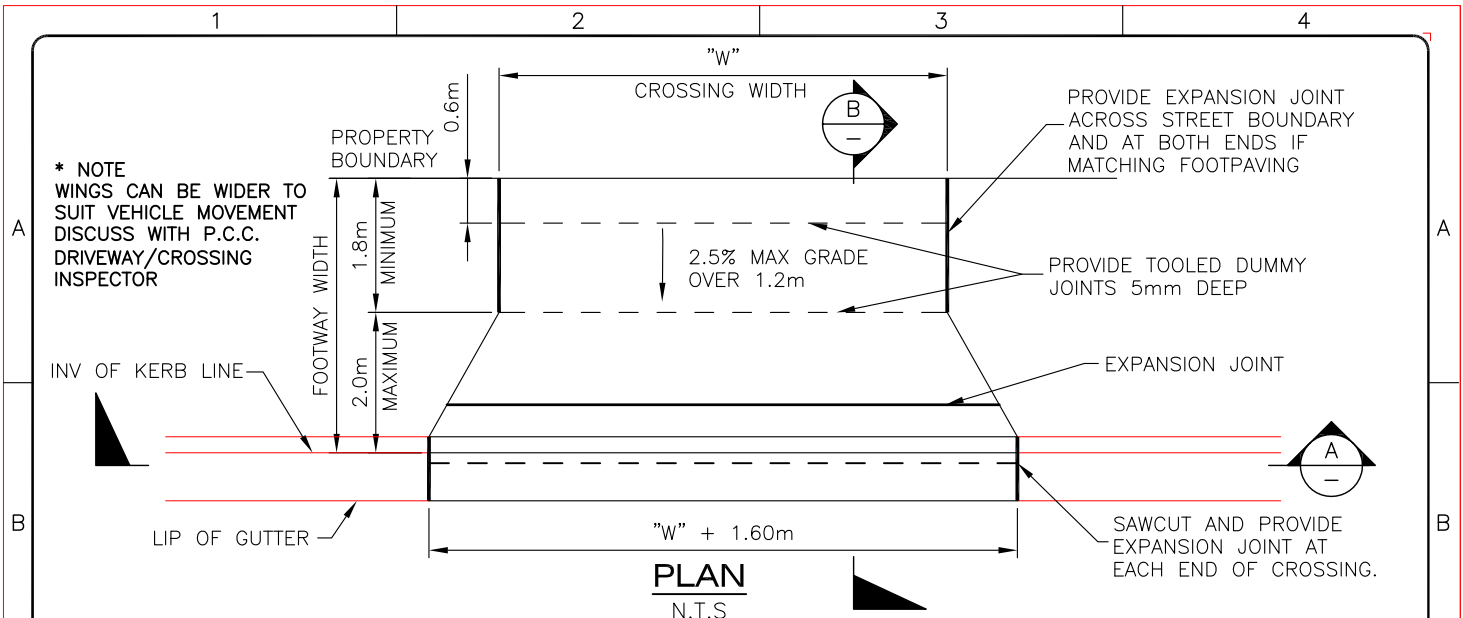
SECTION B
SCALE 1:20

NOTES

- ALL EXISTING KERB AND GUTTER SHALL BE REMOVED PRIOR TO ANY NEW DRIVEWAY WORKS.
- VEHICULAR CROSSING LEVELS TO BE IN ACCORDANCE WITH DETAILED DRAWING.
- ROAD BASE MATERIAL IS TO BE DGB20 OR SIMILAR AND COMPACTED TO 100% STANDARD MAXIMUM DRY DENSITY IN ACCORDANCE WITH A.S. 1289.5.1.1
- ALL DISTURBED AREAS TO BE TOPSOILED WITH 75mm OF APPROVED LOAM AND TURFED AS SOON AS PRACTICABLE TO ENCOURAGE REVEGETATION AND MINIMISE SOIL EROSION FROM SITE.
- EXISTING CONCRETE FOOTPAVING IS TO BE RECONSTRUCTED AS REQUIRED BY COUNCIL'S INSPECTOR OR PROJECT MANAGER TO MATCH THE CROSSING.
- THE FOOTWAY IS TO BE SHAPED AS REQUIRED BY COUNCIL'S INSPECTOR OR PROJECT MANAGER TO THE CROSSING EVENLY.
- THIS PLAN DOES NOT APPLY FOR FOOTWAY WIDTHS LESS THAN 2.8m.
- ALL SURFACES TO BE BROOM OR WOOD FLOAT FINISHED.



STATUS APPROVED		Scale: AS SHOWN	PARRAMATTA CITY COUNCIL	PLAN N°
DESIGNED	Date:	ASSET OWNER		Date:
DESIGN CHECKED & APPROVED	Date:	MANAGER CAPITAL PROJECTS	Date:	DS8
PLAN, SECTIONS AND NOTES				Sheet No : 1 of 1
				Revision :

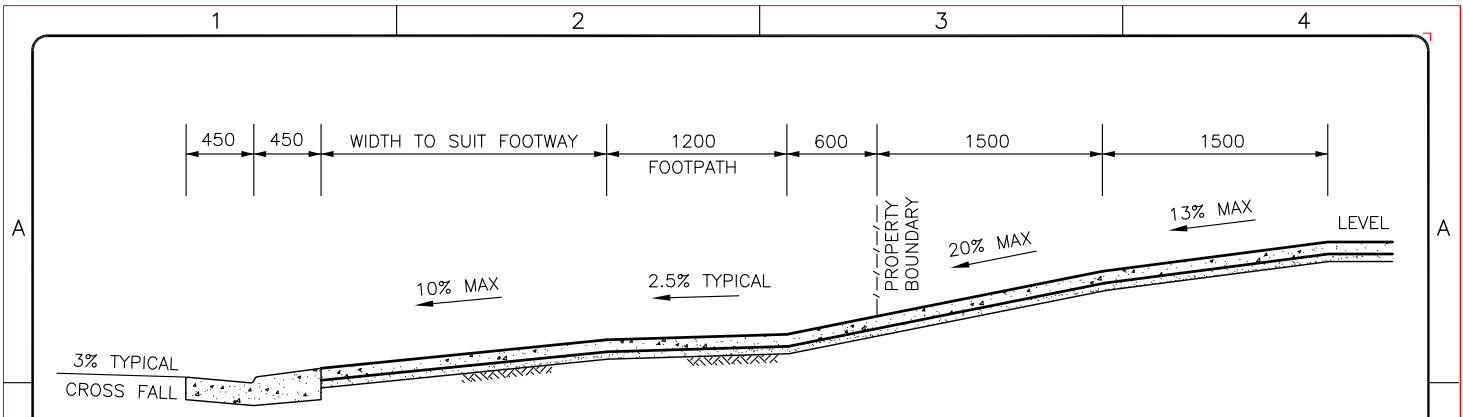


NOTES

- ALL EXISTING KERB AND GUTTER SHALL BE REMOVED PRIOR TO ANY NEW DRIVEWAY WORKS.
- VEHICULAR CROSSING LEVELS TO BE IN ACCORDANCE WITH DETAILED DRAWING.
- ROAD BASE MATERIAL IS TO BE DGB20 OR SIMILAR AND COMPACTED TO 100% STANDARD MAXIMUM DRY DENSITY IN ACCORDANCE WITH A.S.1289.5.1.1
- ALL DISTURBED AREAS TO BE TOPSOILED WITH 75mm OF APPROVED LOAM AND TURFED AS SOON AS PRACTICABLE TO ENCOURAGE REVEGETATION AND MINIMISE SOIL EROSION FROM SITE.
- EXISTING CONCRETE FOOTPAVING IS TO BE RECONSTRUCTED AS REQUIRED BY COUNCIL'S INSPECTOR OR PROJECT MANAGER TO MATCH THE CROSSING.
- THE FOOTWAY IS TO BE SHAPED AS REQUIRED BY COUNCIL'S INSPECTOR OR PROJECT MANAGER TO THE CROSSING EVENLY.
- THIS PLAN DOES NOT APPLY FOR FOOTWAY WIDTHS LESS THAN 2.8m.
- ALL SURFACES TO BE BROOM OR WOOD FLOAT FINISHED.

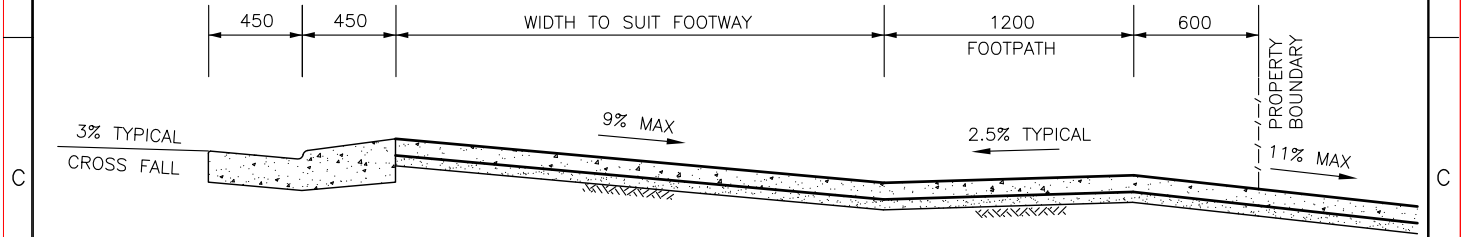


G	STATUS	APPROVED	Scale:	AS SHOWN	PARRAMATTA CITY COUNCIL	PLAN N°	
	DESIGNED	Date:	ASSET OWNER	Date:		HEAVY DUTY VEHICULAR CROSSING	DS9
	DESIGN CHECKED & APPROVED	Date:	MANAGER CAPITAL PROJECTS	Date:	PLAN, SECTIONS AND NOTES	Sheet No : 1 of 1	Revision :



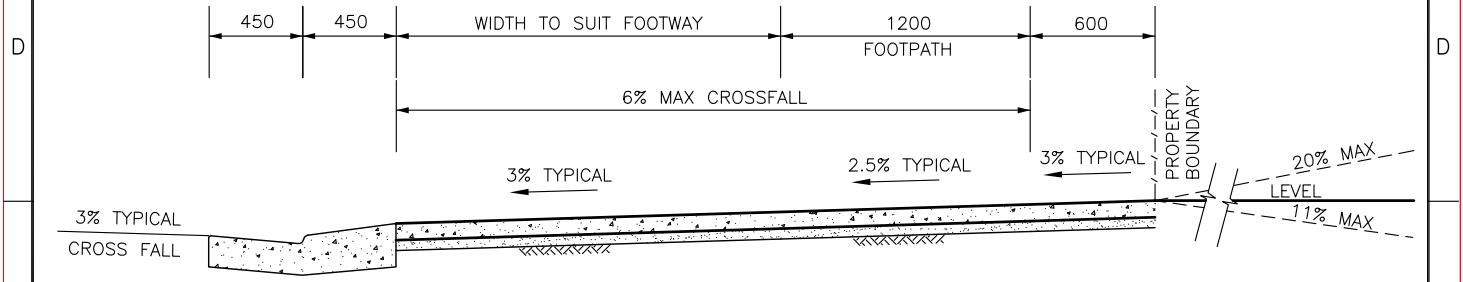
VEHICULAR CROSSING: HIGH LEVEL
TYPICAL SECTION
 N.T.S.

**ROAD CROSSFALL WILL AFFECT
 MAXIMUM ALLOWABLE GRADES**



VEHICULAR CROSSING: LOW LEVEL
TYPICAL SECTION
 N.T.S.

TO BE USED AS A GUIDE ONLY. EACH DRIVEWAY TO BE CHECKED FOR SCRAPING.



VEHICULAR CROSSING: NORMAL LEVEL
TYPICAL SECTION
 N.T.S.

ALL DIMENSIONS SHOWN ARE IN MILLIMETRES

NOTES

1. MAX CROSSFALLS ARE ADVISORY ONLY. MAXIMUM LEVELS WILL ONLY BE APPROVED BY COUNCIL IN EXCEPTIONAL CIRCUMSTANCES. ANY OTHER GRADE ARRANGEMENT (DRIVEWAY DESIGN) SHALL BE DESIGNED BY A SUITABLY QUALIFIED, PROFESSIONAL ENGINEER AND LONGITUDINAL SECTION IN 1:20 SCALE SHALL BE SUBMITTED TO PCC FOR FORMAL CHECK AND APPROVAL. PLAN TO SHOW CORRECT ROAD CROSSFALL.
2. CROSSING LEVELS TO BE DESIGNED TO ALLOW COUNCIL'S STANDARD CAR (85% VEHICLE) TO PASS WITHOUT SCRAPING. (PCC STANDARD DRAWING DS7)
3. SPECIAL CONSIDERATION IS REQUIRED TO ALLOW "NON-STANDARD" AND "MODIFIED" VEHICLES TO CROSS WITHOUT SCRAPING E.G. A STANDARD VEHICLE MODIFIED WITH A TOW BAR, TRAILER, ETC.
4. VEHICULAR CROSSINGS CAN ONLY BE CONSTRUCTED IN ACCORDANCE WITH COUNCIL APPROVED PLANS AND TO RELEVANT PCC STANDARD DRAWING DS8 OR DS9.
5. FOOTPAVING EXPANSION JOINTS SHALL BE PREFORMED BITUMEN IMPREGNATED FIBREBOARD 10mm WIDE, FULL CONCRETE DEPTH AT NO MORE THAN 6m SPACING WITH TOOLED 10mm DEEP, 10mm WIDE DUMMY JOINTS AT 1.2m SPACING.
6. ALL WORKMANSHIP AND MATERIALS TO RELEVANT, AUSPEC AND AUSTRALIAN STANDARDS

G	STATUS	APPROVED	Scale:	AS SHOWN	PARRAMATTA CITY COUNCIL	PLAN N°
	DESIGNED	Date:	ASSET OWNER	Date:		VEHICULAR CROSSING PROFILES
	DESIGN CHECKED & APPROVED	Date:	MANAGER CAPITAL PROJECTS	Date:	SECTIONS AND NOTES	Sheet No : 1 of 1 Revision :



CONSTRUCT / RECONSTRUCT FOOTPATH CROSSING APPLICATION

LA/_____

Process

1. Applicant submits the application form to Council's Customer Contact Centre and makes payment.
2. Customer Contact Centre gives copy of Footpath Crossing Specification and Standard Drawings.
3. Council's Asset Inspector gives approval to pour concrete following formwork inspection
4. Council's Asset Inspector gives approval for the crossing following final inspection.

Customer's Name: _____

Company's Name: _____

Phone: (business hours) _____

Mobile Number: _____

Fax: _____

Email Address: _____

I would like to apply to Construct/Reconstruct a Footpath Crossing at: _____

Date of Construction: _____

Completion date: _____

If related to another application (please circle)

DA/CC/BC/CD No.: _____

Public Liability Policy No: _____

Name of Insurance Company: _____

Period of Insurance: _____

Workers Compensation Policy No: _____

Period of Insurance: _____

Limit of Indemnity: _____

APPLICANT'S DECLARATION:

Please tick appropriate declaration:

- I declare on behalf of the business nominated on this application form that the information I have provided is true and correct in every detail. I understand that Parramatta City Council may withdraw and cancel approval if information I have supplied is not true and correct. I declare that I have read and understood the Specifications for Construction / Reconstruction of Standard Footpath Crossings and agree to abide by them. I declare that the Public Liability and Workers Compensation Insurances shall not be cancelled or lapse without the agreement of Parramatta City Council before or during the construction of the footpath crossing and that the Policy Document shall be endorsed to this effect. I understand that I, as the approved applicant, I am to reimburse Council for the cost of repair of any damage caused to public way, or as a result of works carried out.
- As owner of the property nominated on this application form I declare that the information I have provided is true and correct in every detail.

This application relates to a single dwelling being constructed by _____
(name of builder) who will not be responsible for the construction of the footpath crossing.

I agree to provide the required valid and current Insurance and Workers Compensation Policy details prior to commencing construction of the footpath crossing and understand that Parramatta City Council may withdraw and cancel approval if this information is not submitted. I declare that I have read and understood the Specifications for Construction / Reconstruction of Standard Footpath Crossings and agree to abide by them. I understand that as the approved applicant, I am to reimburse Council for the cost of repair of any damage caused to public way, or as a result of works carried out.

Applicant's Name: _____

Applicant's signature: _____

Date: _____

IMPORTANT:

The information provided by you on this form will be used by Parramatta City Council to process this application. The provision of this information is compulsory and if not provided, council may not be able to fully process your application. Once collected by council, the information can be accessed by you in accordance with council's Access to Information Policy and Privacy Management Plan or in special circumstances, where legislation requires or where you give permission for third party access.