



APPLICATION FORM

Erect Hoarding on a Road/Footpath owned by Sydney Harbour Foreshore Authority

SECTION A - APPLICATION DETAILS

Company

Address

Phone No.

ACN No.

Site Manager Phone No.

SECTION B - LOCATION OF HOARDING (PLEASE PROVIDE LOCATION PLAN OVER PAGE)

Street Address

Between Streets and

Suburb

Length of Hoarding to be erected metres

Width of Hoarding to be erected metres

SECTION C - PROPOSAL

Please provide details

Details of works to be carried out

Development Consent No.

Type of Hoarding Type 'A' Type 'B'

Other

Proposed Date of Installation of Hoarding to

No of Days

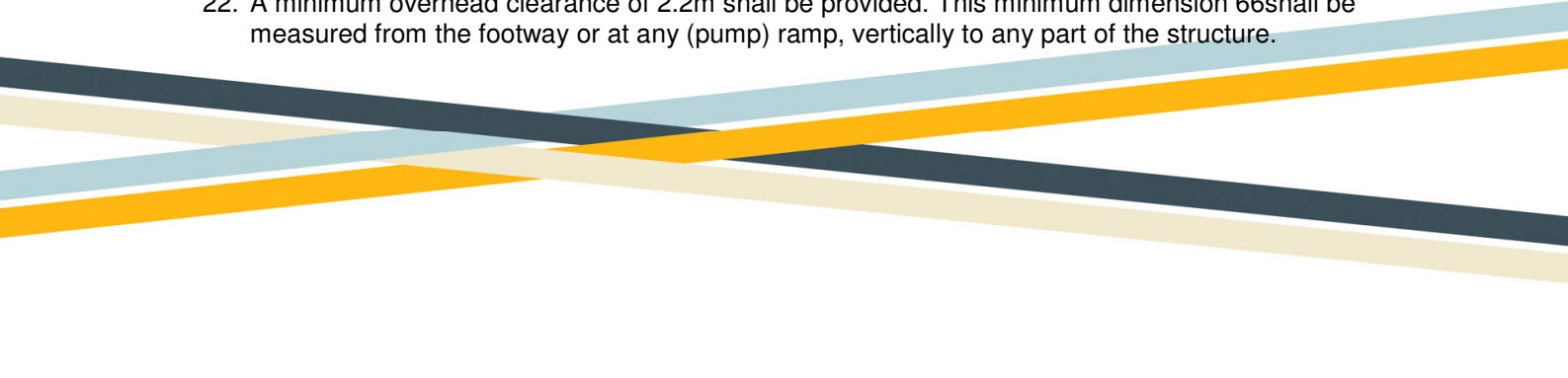
SECTION D - Acknowledgement of Application

Attached is the application fee of \$ (cash / cheque)

Name of Applicant Date

Signature

Conditions and Terms of Approval for Granting a Hoarding Licence

1. The Licensee shall erect the hoarding and carry out any associated activities in a safe manner at all times, ensuring all risks have been identified and appropriate training and control measures are in place and that the requirements of the Occupational Health and Safety Act and Regulations are complied with;
 2. The Licensee shall provide and maintain appropriate and adequate traffic management measures (including detour signs and flagmen) for the safe movement of traffic and pedestrians
 3. Barricades, Warning lights and notices must be appropriately placed, secured and visible to the public prior to the Start and at all times during the term of the Licence.
 4. The Licensee shall indemnify SHFA against all claims for damage or injury that may result from the activity or occupation of part of the public way during the activity. The Licensee must provide documentary evidence of public risk insurance cover of at least \$10,000,000 indemnifying SHFA;
 5. Any trees removed must be professionally removed and stored for later replanting or reinstated to the satisfaction of SHFA.
 6. The water channel (gutter) will be maintained and kept clean and free of
 7. Kerb ramps will not be obstructed.
 8. No building materials, spoil or rubbish skips will be placed on the public
 9. Warning notices must be appropriately secured and visible to the
 10. No footpath or roadway shall be used as a platform for construction, demolition or maintenance work on a building without prior approval from SHFA.
 11. A structural engineer, suitably qualified and approved by SHFA shall certify the Hoarding have been constructed in accordance with all the requirements of any consent or approval given.
 12. Egress from buildings, access to hydrants, other footpaths, manholes or surface fittings shall not be impeded. If surface fittings or manholes are affected, the appropriate public utility shall be consulted and their requirements submitted to SHFA
 13. Uprights shall not be inserted into the roadway or footway
 14. The view of traffic lights by motorists or pedestrians shall not be
 15. Pedestrian crossings shall be safely accessible at all time by the
 16. The Hoarding lining for pedestrians shall be finished flush (no protruding bolts, nails or wire).
 17. No trip hazard for pedestrians shall be for approval.
 18. Where a gate is required, it shall be constructed so as to swing inwards only, or to slide parallel to the hoarding. Type B hoardings shall be erected in accordance with the WorkCover Authority Code of Practice for Overhead Protective Structures.
 19. Electric lamps shall be attached to the ends of the hoarding and other positions as required by SHFA and must be kept lit from sunset to sunrise.
 20. Where parking meters are to be constructed, removed or relocated, a separate approval shall be obtained from SHFA.
 21. Where site sheds are placed upon the roof of a 'B' type hoarding, brickguards shall be provided in accordance with the requirements of AS/NZ54576-1995.
 22. A minimum overhead clearance of 2.2m shall be provided. This minimum dimension shall be measured from the footway or at any (pump) ramp, vertically to any part of the structure.
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23. The Hoarding shall be painted white or other appropriate colours or designs as approved by SHFA.
24. Appropriate signs shall be installed at conspicuous locations to the satisfaction of SHFA showing the minimum height clearance of 4.2m for all truck access points to the site. At vehicle entrances to an existing building, the height clearance to any part of the structure may be reduced to match + 300mm.
25. For temporary structures over land and roadways, a 4.5m minimum clearance shall be measured both at the gutter and at the crown of the roadway vertically to any part of the structure.
26. Any damage to road/footway in the Area occurring during the Licence is to be repaired at Licensee's cost.
27. The Licensee is to comply with any reasonable directive of SHFA's Rangers
28. The Licensee shall lodge with SHFA prior to the Start a security deposit in the sum of \$_____. This deposit will be kept to guarantee the Licensee's performance. In the event the Licensee breaches any condition of this Licence SHFA is authorised to use part or all of the deposit to remedy the breach. Subject to the licensee successfully complying with all conditions of this Licence SHFA shall return the deposit, or that part remaining, within twenty one days of the licence expiring.
29. SHFA reserves the right to cancel or amend the conditions of approval at any
30. The Licensee must have this Licence with him/her and produce it if required along with any other relevant authority granted in connection with this approval.

How and where to lodge your application

Please note:

Incomplete forms will not be processed until all information is provided

Fee to be paid prior to or on pick up of permit

Fax	<input type="text" value="(02) 9271 5373"/>
Mail	<input type="text" value="PO Box N408, Grosvenor Place 1220"/>
In Person	<input type="text" value="Level 6, 66 Harrington Street, The Rocks, NSW 2000"/>

Applications will be processed within five (5) working days of receipt



Sydney Harbour Foreshore Authority

HOARDING / SCAFFOLDING CHECKLIST

The application should provide the following information. Please tick (✓) the information provided

- Two (2) sets of plans.
- Northpoint (true north) and scale.
- Site plan (scale not less than 1:200).
- Location and type of hoarding to be erected specify Type A or Type B including dimensions of length and height of hoarding/scaffolding or other structure to be erected
- A plan showing site exit/entry and loading/unloading facilities.
- SAFE WORKING METHOD STATEMENT - Details setting out proposed safe method of working. This should outline exactly how the works will be carried out and how the public will be protected from: falling debris, machinery, trip hazards, protrusions, traffic and the like during the works.
- INSURANCES - Insurances must be included with the application with the following;
 1. \$10 million public liability insurance
 2. Expiry date
 3. Sydney Harbour Foreshore Authority MUST be noted on the policy cover sheet as an "Interested" party
 4. The cover sheet should note that it is to include "Items placed on the footpath"
- LICENCES - If demolition work is included the licence number of the demolition contractor and building contractor must be noted.

Other Considerations

Has a development consent been approved for the works proposed? Yes No

FEES

Class A on Footpath	\$34 per lineal metre per month + GST
Class A on Roadway	\$42 per lineal metre per month + GST
Class B	\$47 per lineal metre per month + GST
Class B with Site Sheds	\$84 per lineal metre per month * + GST
* Bank guarantee required	\$1000 per metre



Attach Location Plan

Sydney Harbour Foreshore Authority Internal use only Precinct: Darling Harbour / The Rocks			
Required sign off	Comment	Signed	Date
Property Manager			
Site Manager			
Approved by General Manager			

