



# Application Form

## Placing Skip Bin or Container on Council Land

Section 221 of the *Local Government Act 1999* outlines that a person must not make an alteration to a public road unless authorised to do so by Council.

In order to meet the requirements of the *Local Government Act 1999*, Council has a permit and licence system to govern the use of roads by: altering a road; erecting hoarding on a road; place temporary rubbish disposal unit/skip bin on a road; deposit goods or materials on a road.

This permit and licence system is not a right, but a privilege to be granted only where there is no adverse impact on pedestrians and other road users safety, and where the amenity of the locality can be preserved.

Please complete the form below when applying to use the road or roadside for the above purposes.

I, .....(name) for and on behalf of

.....(organisation, business, group)

of ..... (address)

Phone: ..... (daytime) ..... (mobile)

Hereby make application to the Adelaide Hills Council requesting to place a skip bin or storage container on the public land adjacent the following address:

.....

Commencing ..... / ..... / ..... (date to be in place) to ..... / ..... / ..... (date to be removed)

### Full details of Proposed Activity

Please complete the 'Activity Summary' section on the reverse side of this form and provide Council with a separate layout plan of your activities. Please give full details of your activities, including:

- Site plan – showing property boundaries, location and size of skip bin in relation to road and property boundary and distances between property and edge of road, ensure you include other structures that may be in place, eg trees, posts etc (attach site plan/map);
- Name of person in charge of activity (if different to applicant);
- Size of activity (ie dimensions of skip bin, dimensions and area of hoarding);
- Proposed days of activity;
- Proposed times that the activity will be undertaken on the above days.

In order for Council to consider an application requesting use of the road verge, the following items **must** be attached to this form:

- Site map required (clearly indicating specific land to be used and where the hoarding or skip bin will be located);
- Safety management plan, showing how you intend to manage the structure on the Council Land, ie bunting, lights at night, pedestrian access etc. Please show where these are to be placed on your site plan;
- The **\$63.00** application fee (this includes the first week permit fee, every week thereafter incurs a fee of **\$32.00** per week).

**Activity Summary:**

In the space below, please provide a summary of your proposed activity. Your summary will be used as the basis for the information that will be distributed to relevant Council departments for the purpose of assessing your application. (if the space below is insufficient, then please attach a separate page)

Description of activity (i.e. hoarding, skip bin or placing items on the road or Council land):

.....

Address, area/township from where you intend to sell items (please attach site plan/map):

.....

If a vehicle is to be used then provide details, including registration number:

.....

Proposed day(s) of activity (eg weekends only, or specific weekdays, public holidays):

.....

Proposed times that the activity will be undertaken on the above days:

.....

Any Other Relevant Details: .....

.....

**The issuing of the permit is subject to:**

- The permit holder agreeing to the General Conditions of the permit as contained herein;
- The permit holder agreeing to any special conditions which the Adelaide Hills Council may determine from time to time;
- The permit holder agreeing to all directions, which the Adelaide Hills Council may determine from time to time;
- The permit holder paying the prescribed fees as set out in the General Conditions of the permit as contained herein;
- The permit holder presents a current valid Insurance Policy showing Public Liability cover to the amount of \$20 million.

I certify that the above information is true and correct and furthermore in making this application, I acknowledge that I have read, understood and agree to be bound by the permit conditions including payment of any applicable fee.

In making this application for a permit/licence I agree, upon the Adelaide Hills Council issuing a permit to me, to:

- a) Indemnify the Adelaide Hills Council against any claim for loss, damage or injury however arising from the operation of the roadside trading area; and
- b) Not to claim from the Adelaide Hills Council or any person acting on their behalf, for any loss, damage or injury however arising from any public work on the public place.

Signature ..... Date ..... / ..... / .....