

SOUTHLAND DISTRICT COUNCIL

TRENCHING BYLAW 2002

THE SOUTHLAND DISTRICT COUNCIL by Special Order and pursuant to its powers under the Local Government Act 1974, the Transport Act 1962 and Regulations thereunder and any other Act or authority in any way enabling it to make Bylaws hereby makes the following Bylaw:

THE SOUTHLAND DISTRICT COUNCIL TRENCHING BYLAW 2002.

A. TITLE AND COMMENCEMENT

- (i) This Bylaw may be cited as the Southland District Council Trenching Bylaw 2002.
- (ii) This Bylaw shall come into force on the 2nd day of September 2002.

B. PURPOSE

The purpose of this Bylaw is to prescribe the conditions and specification requirements for excavation and reinstatement works undertaken within the road corridors controlled and managed by the Southland District Council.

C. OFFENCES AND PENALTIES

Every person commits an offence against this Bylaw who acts in contravention of or fails to comply in any respect with any of the provisions of this Bylaw. Every person who commits an offence against this Bylaw is liable to a fine not exceeding \$500.00 and where the breach is a continuing one to a further fine not exceeding \$50.00 for every day on which the breach has continued.

D. DEFINITIONS

In this Bylaw, unless the context otherwise requires, the following definitions shall apply:

“Carriageway” means any portion of a road normally used by motor vehicles.

“Council” means the Southland District Council.

“District” means the district of Southland District Council.

“Engineer” means the Southland District Council Group Manager Asset Management, or his representative.

“Installer” means any private individual or individuals or any partnership or business entity who is or are or will be the owner of a facility under a road or who is or are responsible in any way for the construction of that facility.

“Person” means any individual, body corporate or partnership.



“Road Opening Application Form” means the form as attached in Appendix 1.

“Road Opening Permit” means the form that is returned to the Installer detailing any conditions for the work and without which, work may not commence. The Permit must be available for inspection on site, during the execution of the work.

“Road” means any area whether used by motor vehicles or not under the control of the Southland District Council and includes State Highways where control has been delegated to Council. It includes carriageways, berms and other grassed areas, footpaths and pedestrian accessways, and is the total area from boundary to boundary, customarily referred to as the ‘road reserve’.

“Roading Reinstatement Officer” means all Urban Engineers and Roading Managers nominated by the Engineer to carry out duties detailed in this Bylaw.

“Road Reserve” - refer to “Road”.

“Road Opening” or “Trench” means any excavation within a Road for the purpose of maintaining, locating or installing services, except shallow excavations for the purpose of constructing vehicle crossings, and excavations on grassed berms for the purpose of providing or maintaining services to residential sections.

“Working Day” means a calendar day other than any Saturday, Sunday, Public Holiday or any day falling within the period from 24 December to 5 January, both inclusive irrespective of the days on which the work is actually carried out.

“Urban Area” means any ‘Urban Resource Area’ specified in the Southland District Plan.

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1.0 **INTRODUCTION**

1.1 **BACKGROUND**

Control of roads and streets in the District is vested in the Council under Sections 316 and 317 of the Local Government Act 1974.

Before any trench or excavation is opened up on any road or street in the District, advice must be given to the Council as to the arrangements which have been made to maintain the trench or excavation in a safe condition, to backfill the trench or excavation and reinstate the surface.

Any person or organisation, including Government Departments, ad hoc utility corporations, Council Departments and statutory corporations, wanting to place or maintain services in roads or streets will be required to lodge with the Engineer a road opening application form not less than 10 working days before excavation is due to commence.

1.2 **EXCLUSION**

This Bylaw does not apply to road maintenance or construction contracts administered by the Southland District Council.

2.0 **GENERAL CONDITIONS**

2.1 **NEW SERVICES TO BE UNDERGROUND**

Unless resolved otherwise by the Council, all new pipelines, telecommunications, broadcasting and electricity cables in the road reserve in an urban area shall be laid underground in accordance with Council subdivision standards. In rural areas all such services shall be laid underground where it is economically reasonable and technically possible.

2.2 **RESPONSIBILITIES**

The “Installer” shall be responsible for

- (a) completing the Road Opening Application Form within the required timeframe and providing all details of the work.
- (b) the payment of any required bond
- (c) responsible for ensuring that a Permit Approval Form is on site before commencing and while carrying out the work.
- (d) all works associated with the installation of the service and shall comply fully with Sections 2, 3, 4 and 5 of this Bylaw.

- (e) providing, where required, “as built” drawings in accordance with Clause 2.4 of this Bylaw.

Notwithstanding any specific provision contained herein, the Installer shall meet all reasonable requirements of the Engineer relating to:

- (a) location of service
- (b) hours of work
- (c) vehicle access
- (d) traffic flows on affected roads
- (e) length of open trench
- (f) type of surface reinstatement
- (g) public safety and other matters

2.3 **COMPLIANCE**

The Installer shall comply with all conditions of this Bylaw, and the requirements of all other documents referred to herein.

The Installer shall comply with all relevant Acts including the Local Government Act 1974, Health and Safety in Employment Act 1992, Resource Management Act 1991 and any Council Bylaws insofar as they affect the works and shall not undertake any activities which are unlawful.

All work on Council roads shall comply with SDC modified G1 traffic control, a copy of which is available free of charge from Council. Work on State Highways shall comply with Transit New Zealand Code of Practise for Temporary Traffic Management.

If the Installer fails to comply with any of these conditions in the opinion of the Engineer, Council may require construction to cease until all conditions are complied with, ensuring that public safety is protected at all times.

2.4 **RECORDS**

As-built records of Southland District Council managed and unlisted underground services shall be made available by the Installer within ten working days of construction. As-built records where requested shall be provided to fit in with Council’s GIS data.

Plans of Council services will be made available to other Installers, local authorities and other approved persons working on the road. Request for copies of plans will be actioned promptly and will be forwarded by mail to the recipient within 10 working days of the request being received (if not collected prior).

Service Plans shall preferably be to a scale of 1:500 or 1:200 where needed for clarity and shall show the location and size of all cables, conduits, pipes, underground structures, property boundaries and kerb lines. Dimensions to boundaries and kerbs shall be shown and depths shall be recorded on all underground services to an accuracy of 100 mm.

Installers who log service positions to only one of either the boundary or kerb shall log to the boundary for all records to be supplied to Council.

2.5 **PUBLIC LIABILITY**

Any Installer undertaking works within the road shall have current Public Liability Insurance cover. The policy must also include a local authority extension clause indemnifying the Southland District Council against liability for any damage, loss or injury for an amount not less than \$1,000,000 for any claim or series of claims arising out of the existence of a trench or excavation or other obstacle associated with the work.

Compliance with any instruction of the Engineer or any person acting on his behalf, in performing what he considers to be necessary actions in terms of this Bylaw shall not absolve the Installer from any legal liability that he would otherwise have had in regard to claims for damage or failure of work for his client.

2.6 **BOND**

A bond will be required to be completed by the Installer for each installation.

The bond amount shall be as set from time to time and be placed in Council's schedule of fees and charges. The bond amount shall allow for any remedial works that may be required to be undertaken by Council amongst other things.

Where the Installer envisages that more than one application will be made in any one calendar year then a "one-off" bond payment may apply. The Installer shall determine if a one off bond or a bond per application is required.

The bond shall be released subject to conditions in Section 6.

3.0 **PERMIT APPLICATIONS**

3.1 **ROAD OPENING APPLICATION**

A road opening application in the form of Appendix 1 is required to be lodged at the office of the Engineer for each separate project which involves excavation on a road in the District. Where there are multiple openings within any separate project, each opening shall be individually scheduled, including the road number and route position.

No less than 10 working days notice is to be given for any work excluding emergency work. This will allow sufficient time for the proposal to be examined to ensure that no conflict arises with existing services.

Where emergency maintenance work is necessary, the application form shall be lodged as soon as possible but no later than on the next working day. For routine service connections where there is no disturbance of pavement surface, a schedule of work completed shall be required on a monthly basis.



If the road involved is a State Highway, a copy of Transit New Zealand, or its agent, approval shall also be obtained.

The Installer shall submit as an appendix to his request a proposed method of working for approval by the Engineer.

3.2 **NOTIFICATION TO OTHER INSTALLERS**

The Installer shall advise other affected Installers of proposed construction works. Confirmation that other affected Installers have been advised of planned works shall be indicated on the road opening application form.

3.3 **ISSUE OF PERMIT**

Providing that all required information has been supplied with the permit application form, the Engineer shall issue a Road Opening Permit and advise of existing Council services in the locality and any specific conditions related to the proposal. No works may commence in advance of the permit being issued. Permits are valid for three months from the date of issue.

Council shall provide the Road Opening Permit to the Installer within 10 working days of the receipt of the application, subject to full information being provided.

3.4 **PUBLIC RELATIONS**

Prior to planned excavation commencing, the Installer shall advise all neighbours and/or affected properties of the nature of the work and who to contact for further information or to convey complaints.

3.5 **INSPECTIONS**

The Installer shall notify the Roading Reinstatement Officer in order to make inspections at the following stages of construction.

- (a) Two working days before commencing work.
- (b) Immediately upon completion of backfilling and prior to pavement reinstatement.

Any of the following constitutes notification: personal contact, voice mail, facsimile or e-mail.



4.0 **CONSTRUCTION REQUIREMENTS**

4.1 **COMMENCEMENT OF WORKS**

The Roading Reinstatement Officer shall be notified two working days in advance, that works are to commence.

4.2 **DISRUPTION TO PUBLIC**

Normal work hours shall be between 0730 - 1900 hours Monday to Saturday inclusive.

During any construction in the road, the disruption to the public and adjacent residents shall be kept to a minimum.

No road may be closed to any traffic without the specific written approval of the Engineer.

Noise created by construction shall be kept to a minimum. In this regard the recommendations as set out in the NZ Standard **6803P:1999** "The Measurement and Assessment of Noise from Construction, Maintenance and Demolition Work" shall not be exceeded. The Installer shall adopt procedures and use equipment which is acoustically insulated and designed to meet the levels set down for short-term duration work and to limit the hours of operation.

4.3 **SIGNING OF WORKS AND SITE SAFETY**

All roadworks must be adequately signed in accordance with the Clause 2.3. No works may commence on any site until all appropriate signs are in place.

The Installer must supply its own signs, barriers and lamps.

Warning signs, barricading and lighting of trenches and obstructions shall be provided as required by Section 353 of the Local Government Act 1974, Part XII of the Traffic Regulations 1976/227, and the Health and Safety in Employment Act 1992 and all amendments thereto.

4.4 **POSITION OF SERVICE**

The positioning of services or mains in urban areas shall be in accordance with Council's Standard Berm Details from its Subdivisional Standards (refer Diagram S1 in Appendix 5). A minimum cover of 600 mm is to be provided for all pipes and cables unless specifically approved otherwise.

Variations from these alignments shall only be by written agreement following discussions with other affected Installers.

If the Installer finds another underground service not on any plans, the type and position of the service, is to be noted and shown on the as-builts.



4.5 **PROTECTION OF EXISTING SERVICES**

The position of existing watermains, sewers and other services or structures above or below ground, insofar as they are known, are available for the information of the Installer and/or its agents at the offices of the Council and respective authorities, but their positions are not guaranteed. In particular, the Installer is strongly advised to make itself fully aware of the position of all underground services in the locality, before commencing work.

The following shall also apply:

- (a) Each Installer shall maintain a complete and accurate record of all of its works within the road and shall make appropriate parts of these records available to the Council or any body authorised by Council to trench within the road reserve.
- (b) Where another Installer decides that any one particular service is unduly vulnerable because of the proposed trenching, it shall take whatever additional measures it considers warranted, such as locating and marking the position of its work on the surface, providing site supervision, etc.
- (c) An Installer may not use mechanical digging closer than 500 mm horizontally or 300 mm vertically from the recorded position until the service has been located by hand digging.
- (d) All hydrants and valves on watermains, sumps, manholes and inspection chambers on underground structures of any kind shall be kept free from obstruction as far as possible at all times.
- (e) Note there are mandatory requirements under the New Zealand Electrical Code of Practice that may apply.

4.6 **DAMAGE TO EXISTING SERVICES**

Where any existing service is damaged as a result of the construction work, the Installer shall immediately advise the owner of the damaged service (private or public).

If the service belongs to Council and is located as shown on Council's plans the Installer will be liable for all cost associated with the damage both the direct costs of repair and the indirect costs such as water loss, loss of service and environmental issues.

No permitted Installer shall be held liable for damage caused to Council services not shown or incorrectly shown on Council plans.

Failure to notify Council of any damage to its services immediately will make the Installer responsible for all costs irrespective of their indication on Council plans.



4.7 **SAWCUTTING**

When an excavation is required to be made through any cement concrete or asphaltic concrete, the proposed edges of the excavation or trench shall be cut with a power saw prior to the excavation of the trench. The cut is to extend through the full thickness of the surface layer in a clean straight vertical line.

Chip seal surfaces shall be cut prior to permanent reinstatement.

Any cutting in the vicinity of urban shopping centres or near tourist amenities shall be wet cutting to minimise the problems caused by dust. All cutting shall comply with diagram R10.

4.8 **EXCAVATION**

As excavation proceeds, all excavated material not approved for backfill shall be removed from the site immediately.

Areas adjacent to the excavation shall not be undercut. If slumping of material from the sides of the excavation causes depressed areas adjacent to the excavation or if the edges of the pavement are lifted during excavation, additional saw cutting outside of the original line of the excavation and outside the area of damage shall be required before reinstatement is permitted.

Trench widths shall be kept to the minimum necessary to lay the service and correctly compact the backfill.

4.9 **BACKFILLING**

Backfilling shall be carried out in accordance with any contract specification or industry practice.

4.10 **TRENCHLESS TECHNOLOGY**

Unless impractical or unsafe, thrusting/drilling may be required under concrete carriageways and vehicle crossings and kerb and channel; at intersections; where there is a large number of existing services; and in areas with any extraordinary high quality paving surface.

The minimum depths for thrusting/drilling are as follows:

<u>Location</u>	<u>Thruster Size</u>	<u>Minimum Depth</u>
Under carriageways	All sizes	1 metre
Under footpaths and verges	Under 50 mm	500 mm
	50 mm - 100 mm	750 mm
	Over 100 mm	1 metre

Water jetting shall not be permitted other than in conjunction with directional drilling. The approval of the Engineer shall be required for these methods.

4.11 **TRENCHING**

The maximum permitted length of trench to be open shall be at the discretion of the Engineer or his representative. However the Installer shall not exceed any length that is not capable of being backfilled and opened to traffic in the same day, nor shall it prevent two-way traffic flow.

Trench widths shall be kept to the minimum necessary to lay the service and correctly compact the backfill.

Leaving trenches open overnight shall be avoided wherever practicable. Where a trench has to be left open overnight safety measures shall be detailed in a Traffic Management Plan.

All open trenches shall be maintained in a dewatered condition and water logged material removed to the satisfaction of the Engineer. Water from any excavation shall be disposed of to the stormwater main so as not to cause any damage or nuisance. Silt laden water shall be filtered or settled out prior to discharge into the stormwater system.

The Installer shall take all due care to prevent excavated material from being washed into the stormwater system in the event of rain occurring during a trenching operation.

4.12 **ROAD MARKINGS**

All works that are likely to cause damage to any road markings must be brought to the attention of the Roading Reinstatement Officer in order that they may be replaced at the earliest possible opportunity for the safety of the general public. The Installer shall be responsible for the cost of any remarking that is necessary.

4.13 **SURVEY MARKS**

The Installer shall avoid disturbance to any survey marks within the vicinity of their work. Where any survey marks are disturbed, the cost of replacing and resurveying the mark shall be met by the Installer.



4.14 **TREES, SHRUBS ETC**

All works that are likely to cause damage to any trees, shrubs or ornamental gardens within the road reserve, must be brought to the attention of the Roothing Reinstatement Officer prior to work commencing. It will be the responsibility of the Installer to replace all damaged trees, shrubs or ornamental gardens to the satisfaction of the Roothing Reinstatement Officer.

4.15 **CLEAN UP AND MAKE GOOD**

As work proceeds the Installer shall progressively carry out all restoration and tidying up work. If regular tidying up and restoration is not being done, the Engineer shall require and instruct the authority concerned to carry out this work immediately. On completion of the work, the Installer shall remove all plant, materials and other things that may have been brought upon the site in aid of the works, and generally clear away all rubbish and leave the site in a similar condition to that which existed before the work was commenced.

Any trees or branches cut down or tree stumps uprooted during the work shall be removed. Branches that require removal should be cut by saw and not broken by machinery. The Installer shall at its own expense, clean out all sumps and repair or reinstate all road surfaces, fencing, walls, floors, lawns, gardens, paths, inclusive of transplanting trees, shrubs etc and make good all damage which may have been caused through his operations to "as found condition" in connection with the work.

5.0 **REINSTATEMENT**

5.1 **GENERAL**

No permanent surface reinstatement shall be carried out until the Roothing Reinstatement Officer is notified that the backfilling procedures have been completed.

Temporary or Permanent reinstatement shall be completed within 48 hours from the time of backfilling.

Temporary reinstatement may be either OGEM or two coat emulsion seal.

Any temporary reinstatement shall be replaced with permanent materials in accordance with Clauses 5.2 and 5.3 within three months.

All parts of the surface damaged during or as a result of the work shall be reinstated to an "as found" condition.

Surface boxes, eg water hydrant boxes, tobies, manholes etc shall be reinstated to their original condition during trench compaction and their finished level shall be flush with the reinstated pavement surface.



5.2 **SEAL/ASPHALT SURFACE REINSTATEMENT**

All permanent surface reinstatement on sealed carriageways and footpaths shall be completed with a 30 mm thickness (+5-5 mm) or greater to match existing surfacing using hotmix to M10 specifications.

All trenches shall be backfilled to 30 mm below the adjacent sealed surface or to the finished level if reinstatement is not being undertaken immediately.

If permanent reinstatement cannot be undertaken immediately in streets with large traffic flows, in shopping areas, or where the Engineer so specifies, the Installer shall arrange for a 10 mm thick layer of fine plant mix with MC binder to be applied to the trench immediately backfilling is completed in order to minimise nuisance and danger to the public. This is to be regarded as a temporary seal only and must be removed before the permanent resurfacing of the trench is carried out. The Installer shall maintain this surface, even and free draining, until the final restoration is complete. The cost of all temporary resurfacing and subsequent removal shall be borne by the Installer. On sealed surfaces and if plant mix is not available a temporary seal of sprayed emulsion and Grade 6 chip may be substituted with the approval of the Engineer.

Refer diagram R10.

5.3 **CONCRETE SURFACE REINSTATEMENT**

The minimum dimension of any reinstated portion of the concrete footpath shall not be less than 300 mm. The width of existing undamaged concrete footpath shall not be less than 600 mm. If these criteria cannot be met the reinstatement is to be across the full width of the footpath.

The thickness of concrete reinstatement shall match the adjacent thickness but with a minimum of 75 mm and the concrete shall attain a minimum compressive strength of 17.5 MPa after 28 days.

Construction joints shall be formed at 2.5 m centres and the line and level of the finished surface shall match the crossfall and level of the adjacent undamaged surface.

Any concrete vehicle crossing affected by the work shall be reinstated with 100 mm thick concrete for residential crossings and 150 mm thick for heavy duty crossings. Concrete shall be laid over well-compacted granular material.

Refer diagrams R3, R5 and R10.

5.4 GRAVEL SURFACE REINSTATEMENT

On gravel roads, shoulders and footpaths the above backfilling clauses shall apply with 50 mm of AP25 being placed as the final reinstatement. Finished levels must be compatible with the existing pavement.

Refer diagram R10.

5.5 INTERLOCKING PAVING BLOCK SURFACE REINSTATEMENT

The blocks removed during excavation or new blocks of identical shape, thickness and colour shall be replaced on a subgrade similar to that in adjoining undisturbed areas and compacted and filled to give a true surface in accordance with NZS 3116:1991 Interlocking Concrete Block Paving.

New blocks shall be at least 60 mm thick when laid in footpaths or 80 mm when laid in the road or in vehicle crossings. All new blocks shall be at least 50 MPa crushing strength and of a compatible colour of those adjacent.

Refer diagram R10.

5.6 GRASS SURFACE REINSTATEMENT

The trench may be backfilled to within 75 mm of the surface with the excavated material, if approved by the Roading Reinstatement Officer and compacted to density equivalent to the surrounding ground.

Sandy gravel fill or granular fill with no stone larger than 40 mm shall be used where excavated material is deemed unsuitable.

The final 75 mm shall consist of compacted screened topsoil which shall be raked level with surrounding areas and shall be free of all stones. A dressing of two parts of sulphate of ammonia and one part of superphosphate shall be applied at the rate of 50 grams per square metre.

The reinstated area shall be sown with the following grass seed mixture at a rate of 60 grams per square metre and raked into the soil:

Fescue	80%	}	Urban Areas
Brown Top	20%	}	

To be included in this mix is fertilizer mix (15,13,14) @ 1.5kg/100m²

The Installer shall be responsible for the maintenance of the area until a sward of grass is established.

Alternatively, turfs may be cut from the berm 75 mm in thickness and 50 mm wider than the trench and stacked for reuse. Full reinstatement shall be achieved with screened topsoil being raked into all cut joints.

Refer diagram R11.

6.0 **FINAL SIGN OFF**

Once all work is complete and the site permanently reinstated, the Installer shall notify Council using the form given in Appendix 3 (Return of Bond). The Defects Liability Period of three months shall commence from this date.

The Engineer will undertake an inspection to confirm the works have been completed satisfactorily. The installer shall be notified and have the bond returned.

If works are not completed satisfactorily the installer shall carry out reinstatement/remedial work at the installer's expense within 10 working days of issue of notice to rectify.

The road opening permit shall not limit the installers obligations required under any other contract affecting the same site.

This Bylaw has been confirmed by resolution passed at a meeting of the Southland District Council held on 27 June 2002.

Date first submitted 30 May 2002.....

Date confirmed 27 June 2002.....

The COMMON SEAL of }
SOUTHLAND DISTRICT COUNCIL }
was hereunto affixed in the }
presence of }

_____ Mayor

_____ Chief Executive

ROAD OPENING APPLICATION

Details of Person filling in Application

Surname		Name		Owner	Yes / No
Address				Phone No.	
Email				Fax No.	

Location where service is to be installed, including road name and nearest rapid number & route position

Address	

Details of Person who will do the work (name and phone number)

Installer	
Business name of installer	
Contractor for road reinstatement	
Contact name (please print)	
Preferred contact number (phone, fax or email)	

Installer to complete:

I hereby request approval to
(tick as applicable)

Repair	<input type="checkbox"/>	Cable	<input type="checkbox"/>	Road Berm	<input type="checkbox"/>
Replace	<input type="checkbox"/>	Pipe	<input type="checkbox"/>	Footpath	<input type="checkbox"/>
Install new	<input type="checkbox"/>	Other	<input type="checkbox"/>	Carriageway	<input type="checkbox"/>

Brief description of the works (size, type, reason for works, etc)

.....

.....

.....

.....

.....

Locality

Road Name

Location on road

Expected works start date

Expected works finish date

I confirm that:

(a) A sketch plan of the intended works is attached to this application.	<input type="checkbox"/>
(b) Other affected service authorities have been contacted.	<input type="checkbox"/>
(c) All works will be carried out in accordance with SDC standards.	<input type="checkbox"/>
(d) Works have been carried out as Emergency Works (ref Sec 3.1)	<input type="checkbox"/>
(e) Works on State Highway	<input type="checkbox"/>
Approved by Transit New Zealand	<input type="checkbox"/>
(f) Road closure requested	<input type="checkbox"/>
Road closure approved	<input type="checkbox"/>

(Tick)

Signed: Date:

ROAD OPENING PERMIT

Unique ID No. _____

Permit Issued To: _____ Permit Period From: _____

Copy To: _____ To: _____

RRO _____ Contact Details _____

Installer Name	_____
Address	_____
Phone No.	Fax No.
_____	_____
Email	_____

Permitted Job

Location	_____	Road Name	_____
Address	_____	Type of Job	_____
Start Time	_____	Expected Duration	_____

Road Reinstatement Contractor

Name	_____
Contract Details	_____
Address	_____
Phone	_____
Email	_____

Conditions



COMPLETION OF WORKS AND RETURN OF BOND

Any bond held for an individual application will be returned once work has been completed to the required standard.

To notify Council that work has been completed and is ready for inspection please sign the form below and return to:

Southland District Council
 P O Box 903
 Invercargill
 Fax No. (03) 218 9460
 Email emailsdcsouthlanddc.govt.nz

By signing this form you are agreeing that work has been completed in accordance with the conditions of approval noted on the permit approval form.

Council staff will arrange to inspect the work within 10 working days of receipt of this form. Subject to satisfactory reinstatement the individual application bond will be returned within 10 working days following the inspection.

If the reinstatement is not satisfactory, Council will give a minimum of 10 days written notice requiring it to be rectified. If repairs are not completed within this timeframe, Council will use the bond to cover the cost of the reinstatement work.

Where Council has incurred any cost in making good any damage or carrying out any work necessitated by any action or inaction contrary to the policy it may recover those costs in any court.

Notification of Completion of Work/Bond Refund Form

Name: _____

Permit For: _____ Permit No. _____

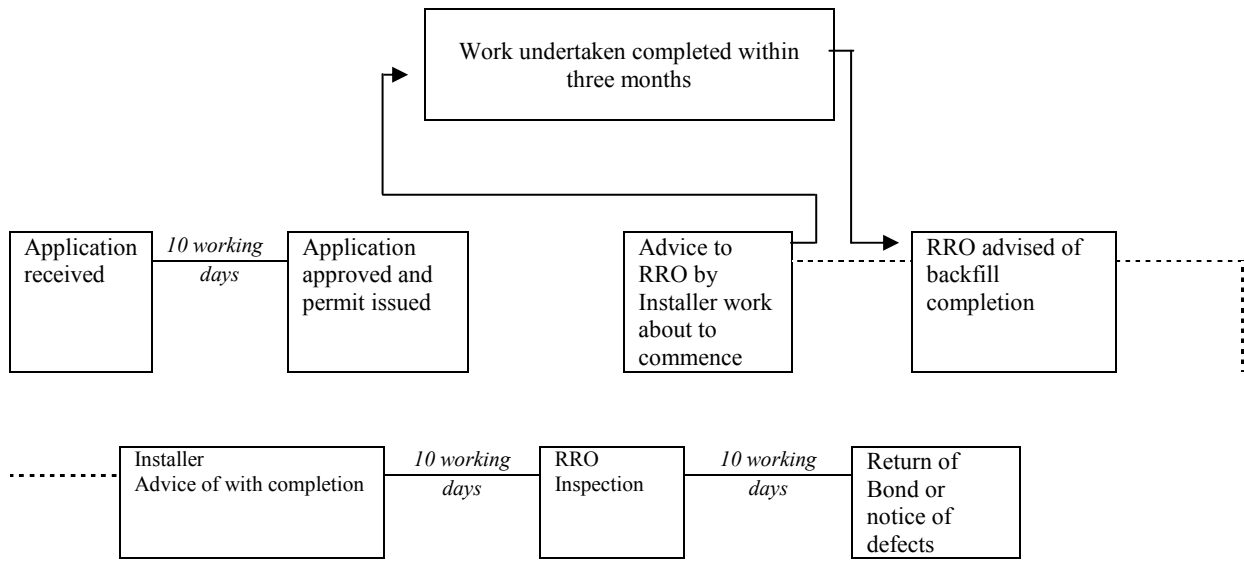
I wish to advise all works are complete in relation to the above permit. I agree that all work has been completed in accordance with the conditions of approval and is ready for inspection.

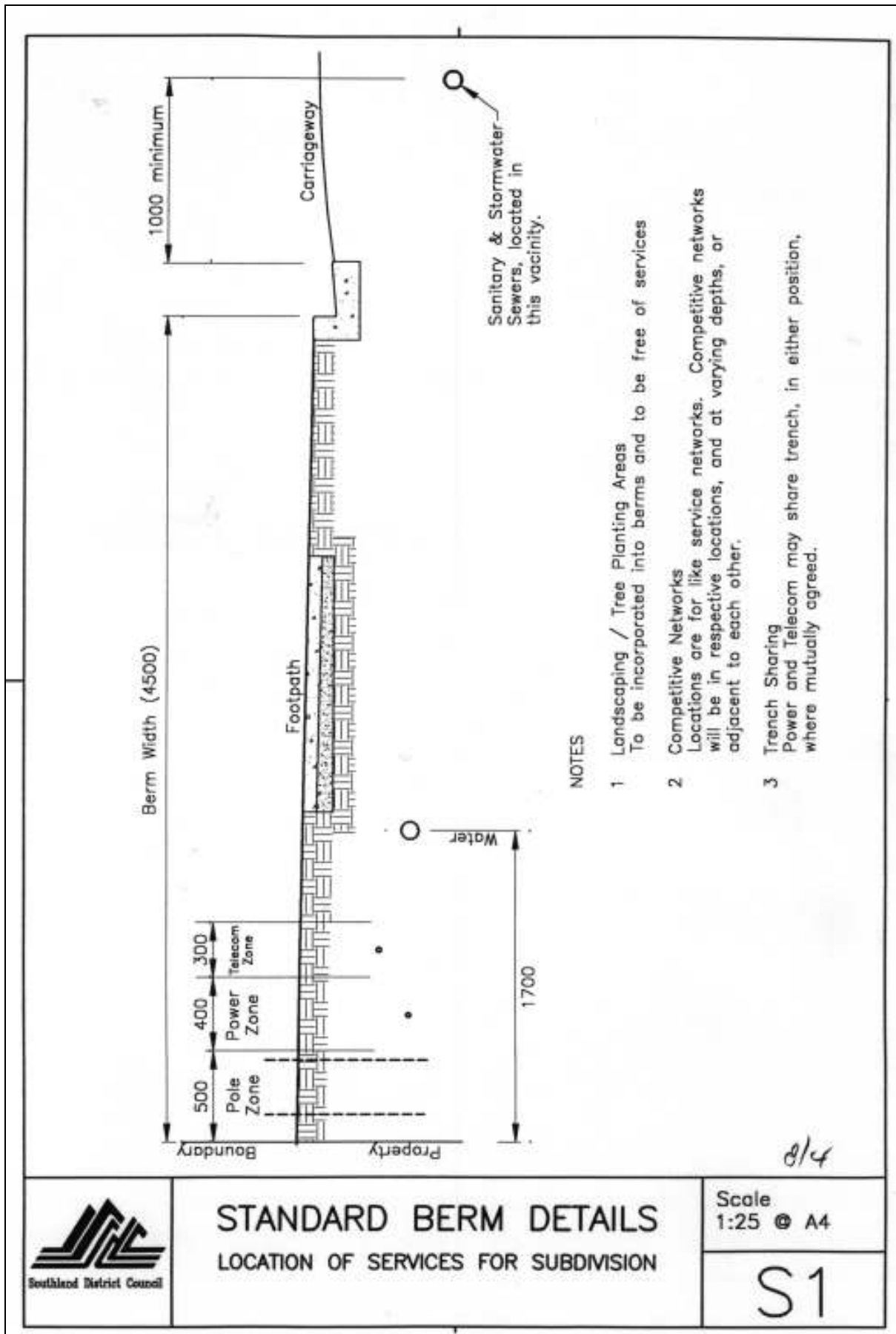
Signature: _____ Date: _____

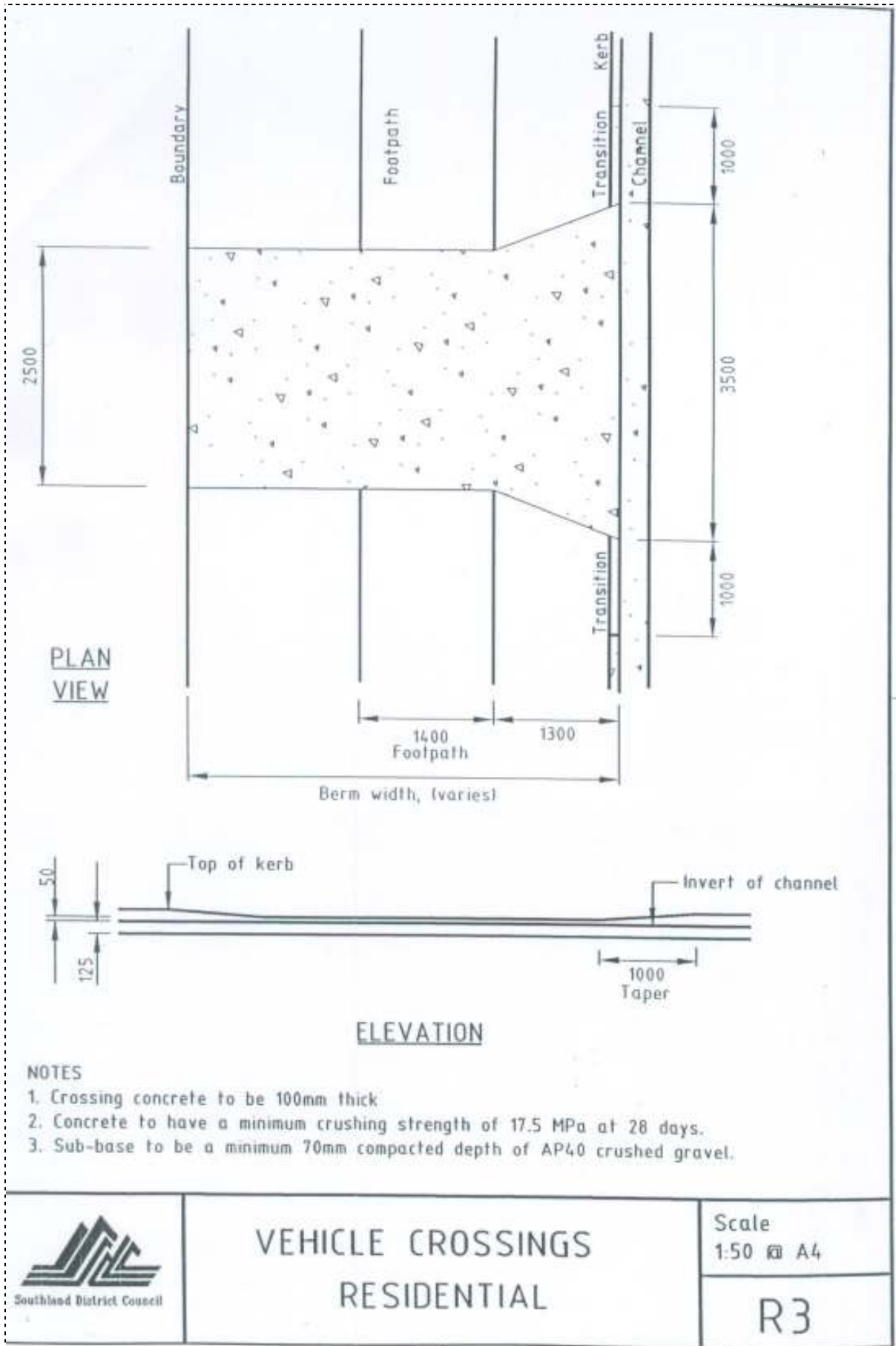
Tick of applicable

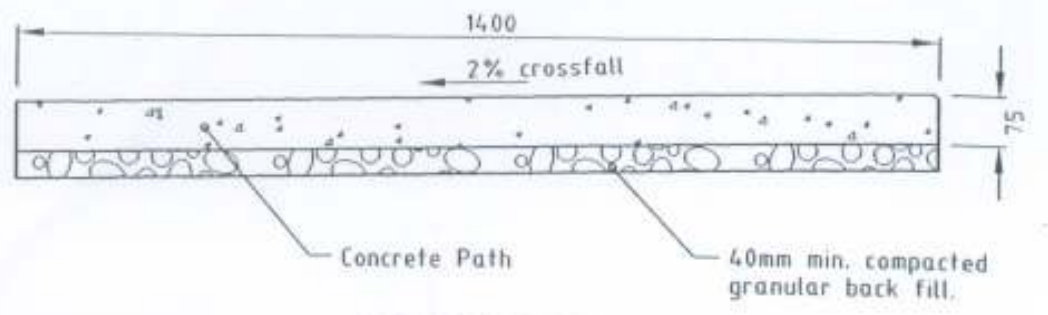
I wish to apply for the refund of the bond held by Council for the above permit.

Flow Chart

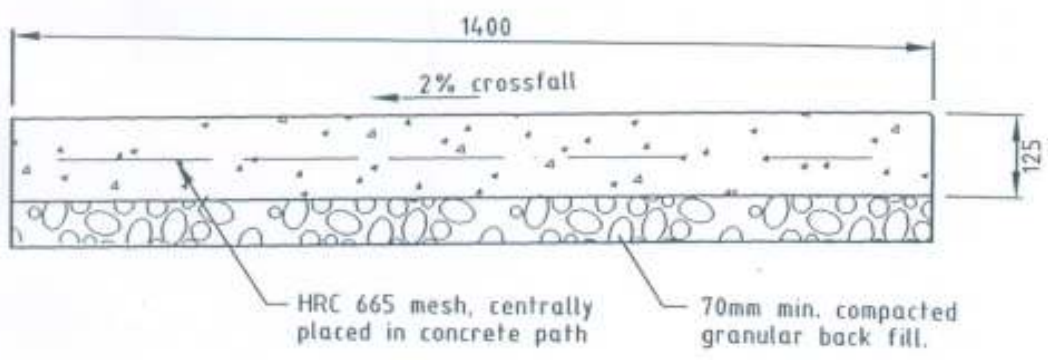




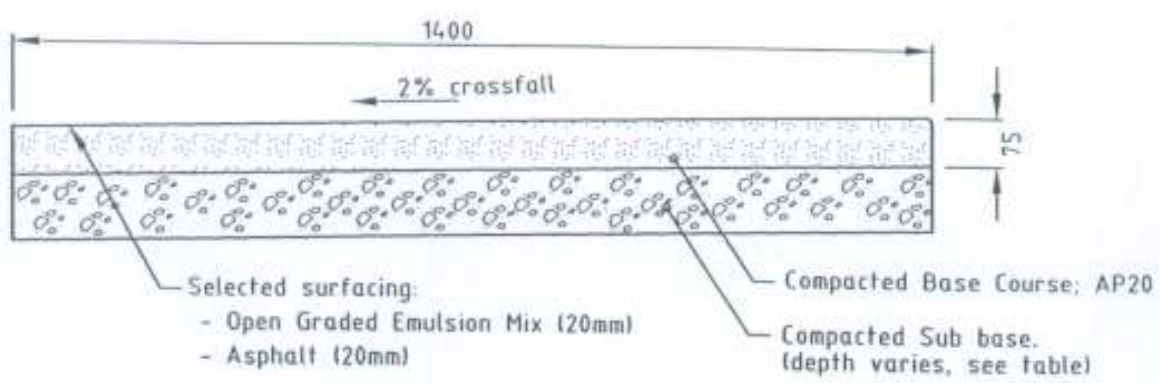




CONCRETE FOOTPATH



HEAVY DUTY CONCRETE FOOTPATH



SUBGRADE C.B.R.	Normal Thickness (mm)		Heavy Duty Thickness (mm)	
	Surface	Sub-base	Surface	Sub-base
3	20	125	30	200
5	20	100	30	175
7	20	50	30	125
10	20	0	30	75

GRAVEL, OPEN GRADED EMULSION MIX AND ASPHALT FOOTPATH



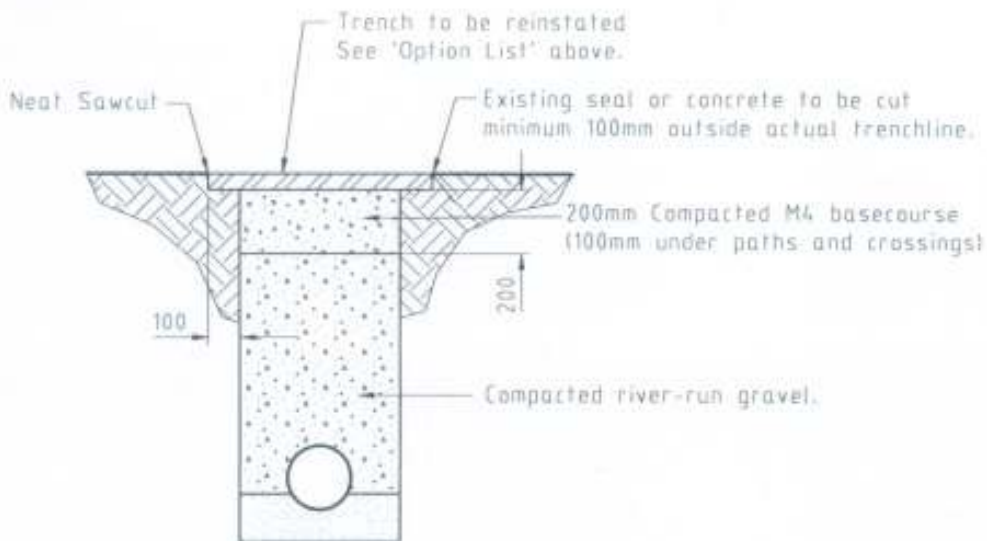
**STANDARD FOOTPATH
DETAILS**

Scale
1:10 @ A4

R5

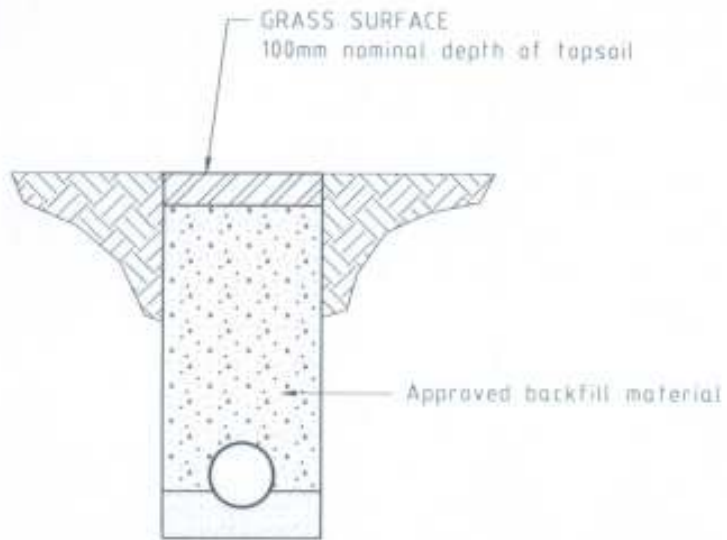
TRENCH REINSTATEMENT OPTION LIST:-

1. ASPHALT (on both asphalt and sealed surfaces)
25mm thick Hotmix M10.
2. CONCRETE SURFACE -
Paths 75mm 17.5MPa concrete;
Residential crossings 100mm 17.5MPa concrete;
Heavy duty crossings 150mm 17.5MPa concrete.
3. GRAVEL SURFACE - 50mm topcourse.
4. INTERLOCKING PAVING BLOCK SURFACE :-
Blocks to be laid over bedding sand (nominal compacted thickness 30mm).
Paths - 60mm thick blocks;-
Vehicle crossings or Carriageways - 80mm thick blocks;



SEAL / ASPHALT / CONCRETE
GRAVEL / INTERLOCKING PAVING BLOCK
REINSTATEMENT

 Southland District Council	TYPICAL TRENCH REINSTATEMENT DETAILS	Scale 1:20 @ A4
		R10



GRASS SURFACE REINSTATEMENT



TRENCH REINSTATEMENT
GRASS SURFACE

Scale
1:20 @ A4

R11