

# APPLICATION FOR TEMPORARY PLACEMENT OF OVERHEAD HOARDING OR FENCING ON THE FOOTPATH (FORM RAP 1.6) HCT2024/\_\_\_\_\_

## Council Contact Details

Customer Service 1 Pope Street, Ryde NSW  
Post Locked Bag 2069, North Ryde NSW 1670  
Email [cityofryde@ryde.nsw.gov.au](mailto:cityofryde@ryde.nsw.gov.au)  
Phone (02) 9952 8222

## PART 1 : APPLICANT DETAILS The applicant is the person lodging the form and the only person the Council will communicate with.

|  |        |       |       |             |       |
|--|--------|-------|-------|-------------|-------|
| Title  | Mr     | Mrs   | Ms    | Miss        | Other |
| Given Name   |        |       |       | Family Name |       |
| Address  |        |       |       |             |       |
| Suburb   |        |       |       | Postcode    |       |
| Postal Address<br><small>If different from above</small> |        |       |       |             |       |
| Suburb   |        |       |       | Postcode    |       |
| Preferred contact  | Mobile | Phone | Email |             |       |
| Mobile   |        |       |       | Phone       |       |
| Email  |        |       |       |             |       |

## PART 2 : HOARDING/FENCING DETAILS

On the footpath at the following location:

Address

Suburb

Postcode

Development application number

Hoarding application number

I hereby make application for permission to:

Erect a Security Fence (A Class Hoarding)       Erect an Overhead Hoarding (B Class Hoarding)

Commencement date

Ending date

Please allow 10 business days for processing of this application. Please account for this when nominating the commencement date above.

Footpath Frontage

metres for

months

Permit fee \$

Hoarding cost \$

Personal information collected from you is held and used by Council under the provisions of the *Privacy and Personal Information Protection Act 1998*. The supply of information is voluntary, however if you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. Please note that the exchange of information between the public and Council, may be accessed by others and could be made publicly available under the *Government Information Public Access Act 2009 (GIPA Act)*. If you require further information please contact Council's Customer Service Centre on 9952 8222.

|                 |                |                |               |
|-----------------|----------------|----------------|---------------|
| OFFICE USE ONLY | Receipt number | Amount paid \$ | Date received |
|-----------------|----------------|----------------|---------------|

## PART 3 : APPLICATION CHECKLIST

Two copies of site plans identifying the location proposed hoarding and any utilities within 3m (1:200)

Start and end date provided

Attach copy of valid Road Use Permit (if not you will need to apply for one with this application)

Two copies of elevation plans of proposed hoardings (1:100)

Copy of Public Liability and Professional Insurance (Minimum cover \$10 million)

I hereby accept responsibility for any damage caused to footpaths, kerb and gutter, landscaping or services in the placement or removal of the hoarding or fence.

Hoardings on classified roads are defined as structures within the road reserve and as such require concurrence from Transport for NSW under Section 138 of the Roads Act, 1993. Council/Applicant will require applications to be forwarded to Transport for NSW, Email: [development.sydney@transport.nsw.gov.au](mailto:development.sydney@transport.nsw.gov.au)

OFFICE USE ONLY

Application received by

Date

| Name  | Fee (incl. GST) |
|---|-----------------|
| <b>Footpath Hoarding Application Fee</b><br><i>Plus assessment fee, inspection fee and costs per type of hoarding</i>   | \$403           |
| <b>Footpath Hoarding Assessment Fee – per hour</b><br><i>Minimum fee of \$804<br/>Initial application fee includes a charge of 4 hours for Assessment. A refund for that part of the Assessment fee not spent will be given once the application is determined.</i> | \$201           |
| <b>Footpath Hoarding Inspection Fee – per Inspection, per hour</b><br><i>1 site inspection fee is included in the application fee. If further site inspections are required, these will be charged at this rate</i>   | \$250           |
| <b>Footpath Hoarding Erection Permit – Type A – Dwelling House – Alterations and additions to dwellings</b><br><i>Per linear metre, per month.</i>  | \$56            |
| <b>Footpath Hoarding Erection Permit – Type A – Dual Occupancy – Alterations and additions to classes 2 to 9 that do not include a change in building classification</b><br><i>Per linear metre, per month.</i>   | \$90.50         |
| <b>Footpath Hoarding Erection Permit – Type A – Multiple Occupancy (greater than 2 dwellings) – New class 2 to 9 building or Class 10 structure not associated with a Class 1 building</b><br><i>Per linear metre, per month</i>                                    | \$125           |
| <b>Footpath Hoarding Erection Permit – Type B – Single storey with no work sheds</b><br><i>Per linear metre, per month</i>  | \$147           |
| <b>Footpath Hoarding Erection Permit – Type B – Single storey with work sheds</b><br><i>Per linear metre, per month</i>   | \$159           |
| <b>Footpath Hoarding Erection Permit – Type B – Double storey</b><br><i>Per linear metre, per month</i>   | \$181           |
| <b>Cost recovery for compliance action on unauthorised activities and structures</b><br><i>Minimum of 1 hour, followed by 15 minute increments.<br/>Per hour, per Officer.</i>  | \$212           |

**FORWARD ALL PAPERWORK TO THE BUILDING CERTIFICATION TEAM**

# PROTECTIVE STRUCTURES (HOARDINGS)

## When they are Required

Hoardings shall be designed, installed and maintained in accordance with the City of Ryde Council's Hoarding Procedure.

A overhead protective structure (Hoarding) shall be erected where a building over 7.5 metres in height above the footpath level and within 3.5 metres of the street alignment is being erected or demolished or where the outer part of such a building adjoining a public way is being demolished.

Overhead protective structures are also required when material is being hoisted over or across a public way.

Adequate fencing shall be installed around all building sites to restrict unauthorised public access. Generally, this does not apply to building developments consisting of one or two dwellings unless Council assesses that the circumstances require the erection of security fencing.

## Siting

The structure should not adversely affect pedestrian traffic along existing footpaths and access to or from buildings. Consideration shall be given to ensure sight lines to vehicles entering a public road and using a public road are not unreasonably obstructed by the structure. The structure must not obstruct the view of traffic lights by motorists or pedestrians. Where a gate is required, it must not open onto public land.

## Design

The structure must be designed to meet the standards of the WorkCover Authority as outlined in their publication *Code of Practice - Overhead protective structures*.

The following minimum distances are required for safe access:

- A minimum clear distance of 250 mm from the edge of the kerb to any part of the structure or any part attached to it. If this distance is greater than 400 mm, pedestrian access between the structure and the kerb is to be blocked off at each end.
- A minimum overhead clearance of 2.2 metres to any bracing, beams or any other part of the structure.

Access to hydrants or other footpath pits or surface fittings must not be impeded. If the surface fitting or pit is affected, the appropriate service authority must be consulted and their requirements implemented.

The structure must not obstruct pedestrian kerb ramps.

## Fees

Council will charge a fee when any protective structure is erected on public land. The fee shall be calculated on the basis of the length of the structure and the period of time the structure will be on the public footpath.

## Provision for Pedestrians

At all stages, provision shall be made for pedestrians to pass the work site safely. A footpath width of 2.0 metres should be maintained with an absolute minimum width of 1.2 metres at local constrictions. Where it is necessary to direct pedestrians onto the road carriageway, adequate warning signs and barricades must be provided.

Where pedestrians have access under the overhead protective structure, the deck is to be made waterproof. Rainfall falling on the structure should be directed to the site.

## Liability Insurance

Arrangements must be made for a minimum of \$10 million public and professional liability insurance.

Where approval has been given to erect a protective structure, the holder of this approval shall indemnify and keep indemnified the Council against all claims, demands, suits, actions, damages and costs incurred by or made against Council in respect of death or injury to any person or damage to any property of any person whatsoever in any way arising out of this approval.

## Hours of Operation

All demolition and/or construction and associated work is to be restricted to between the hours of 7am and 7pm Mondays to Fridays and between 8am and 4pm on Saturday. No work is to be carried out on Sunday or public holidays.

Council may vary these conditions if the applicant provides a formal submission demonstrating that due to the nature of the work being undertaken, or the location of the site, residents in the vicinity of the construction site will not be adversely affected.

## Definitions:

A 'Type A Hoarding' is a hoarding comprising a site-security fence or other vertical protective structure constructed in timber, or other approved material and is at least 2000mm in height.

A 'Type B Hoarding' is an overhead structure situated over footpaths, which can include overhead sheds or storage being a full-face scaffold.