

Requirements, Guidelines and Conditions

Occupation and Obstruction of a Council Street

The Burnie City Council may grant a permit to allow temporary occupation or obstruction of a **portion** only of a Council street in association with –

- Building, construction maintenance or repair works or a temporary activity on adjoining land or premises, including the temporary storage of equipment or materials, the operation of plant, hoists and machines, erection of hoarding and scaffolding, and the placement of freight containers and waste bins; or
- Conduct of a public event.

Any temporary occupation or obstruction of a street within the Burnie municipality must comply with the following requirements in accordance with the *Burnie City Council Highways By-Law No 3 of 2013*.

NB – This document is to be read in conjunction with the General Terms and Conditions.

- a. The Council must be satisfied the obstruction or occupation is necessary –
 - (i) in order to support construction, maintenance or other activity on adjoining land; or
 - (ii) to allow conduct of a public event, an official ceremony or in conjunction with a funeral;
- b. Any business or resident likely to be immediately affected by the obstruction or occupation must be advised not less than five (5) days in advance of the purpose and duration of the proposed activity and be provided with a contact number for enquiries;
- c. If the obstruction or enclosure is for a period exceeding 60 minutes and will occur during major business hours (8.30 am to 5.30 pm) the Council may require public notification of the enclosure or obstruction be given by publication of a notice in a newspaper circulating in the area and by circulation of written advice to every occupier in the affected area, and to Tasmania Police, Tasmania Fire Service and Tasmania Ambulance Service. Any instructions or requirements provided by the Police must be observed;

Risk Management

- d. Satisfactory measures must be taken to ensure the occupied area presents no risk or hazard to any person in the vicinity.

The Permit Holder must ensure that any plant, equipment, container or material placed on the local highway must be capable of detection in the dark. In this regard it must be fitted with an approved lamp or reflective device of minimum dimension 150mm x 150mm on all external corners;

- e. A traffic management plan must accompany the application for a permit and indicate measures to be taken to direct pedestrian and vehicular traffic around the obstruction and to effect the enclosure in a safe and functional manner; including the provision of adequate lighting, signage, barriers and hoardings.

Traffic management must be undertaken in accordance with AS 1742.3 Manual of Uniform Traffic Control Devices - Part 3 - Traffic Control Devices for Work on Roads and DIER's Traffic Control at Work Sites – Code of Practice.

Full road closure will require a separate application in accordance with the *Local Government Act 1993* and the *Local Government (Highways) Act 1982*.*

- f. No damage is to be caused to any part of the local highway;
- g. Where the obstruction or enclosure is for temporary storage of materials or machinery, then the material or machinery is to be stacked, piled or positioned so as to take up as little area as possible. In this regard use of the carriageway should be avoided;

If there is potential for sediment or other waste is to enter the stormwater system, then appropriate measures must be implemented to manage waste discharge;

Location on a highway

- h. Occupation will not be permitted within a bus stop, taxi rank or loading zone or within 12 metres of a pedestrian crossing or an intersection; or within 0.5 metre of a parking meter or ticket machine, public seating, waste bins, street tree, planter box; or over a fire hydrant, roadside gully, utility access cover, or utility pole or sign in the vicinity;
- i. Public seating, lamp poles and other street installations must not be used in conjunction with the approved occupation;
- j. The Permit holder must make separate arrangements with the Council to close or occupy a controlled parking space. A meter hood must be obtained for metered parking spaces;
- k. The occupation must not obstruct access to any roadside gully, street tree, utility access cover, or utility pole or impede vision to any sign in the vicinity; and
- l. Signage within the occupied area must be limited to identification of the activity and the contact details for the person or organisation conducting the activity.

A temporary obstruction or occupation of a road in association with an emergency situation will not require a permit.

**Full closure and occupation of a highway so as to prevent passage of pedestrians and vehicles will require an application and approval in accordance with requirements of Section 19 or Section 20 Local Government (Highways) Act 1982.*

<p>A person seeking to occupy or obstruct a Council street must first complete an <i>Application for Conduct of an Activity or Work within a Council Street</i>, and obtain a Permit from the Council prior to commencement of work.</p>
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