

**MACEDON RANGES SHIRE COUNCIL
STANDARD NOTES FOR SUBDIVISION WORKS**

1. All works are to be carried out in accordance with the Macedon Ranges Shire Councils Engineering policies, Standard Drawings (as revised) and specifications to the satisfaction of Council's Supervising Officer and/or their representative.
2. All levels shown are to Australian Height Datum (AHD).
3. All coordinates are to Map Grid of Australia (MGA).
4. All dimensions are in meters unless noted otherwise.
5. The Landscaping Plans are to be endorsed as "per conditions of the planning permit" prior to approval of the Construction plans.
6. Council to be notified seven (7) clear days prior to commencement of works with a Pre-commencement Meeting being held between Council, the Consultant and the Contractor;
 - i. A Site Management Plan is to be submitted prior to the Pre-commencement Meeting.
7. Where Works are in the vicinity of existing services, these services are to be located and exposed/proved prior to commencement of works and the relevant service authorities and/or their agents are to be notified seven (7) clear days prior to the commencement of works.
8. The Contractor is to obtain the necessary "Asset Protection Permit" prior to undertaking any works within a previously constructed roadway or easement.
9. The Contractor is to obtain the necessary "Building Permit" prior to constructing Retaining Walls / Structures over 1.0m in height.
10. Street Lighting design, where proposed, is to be provided and approved prior to commencement of works.
11. Prior to commencement of works, the contractor must ensure that all matters relating to The Occupational Health and Safety Act 2004 and OHS Regulations 2007 have been and will be complied with.
12. Prior to the commencement of works "the disposal site" for spoil removal from works site "and truck route" is to be submitted to and approved by Council's Supervising Officer and/or their representative in writing.

13. Prior to commencement of construction works on site, the contractor must comply with the recommendations of the Environment Protection Authority Publication “Construction Techniques for Sediment Pollution Control” as revised. This applies to appropriate Erosion & Siltation control measures to be maintained during the construction and maintenance period of the works.
14. No Tree or Vegetation is to be disturbed or removed without approval from Council and clearly denoted on Landscape and/or Construction plans. No Trees, Vegetation or other materials are to be burnt on site.
15. Trees and Vegetation to be retained are to be protected by a tree protection zone (TPZ) at all times during construction. The TPZ must be in accordance with Planning conditions or approved Arborist Report and/or Vegetation Management Plan and be clearly denoted on approved plans.
Under no circumstances shall vehicles, site sheds, plant and equipment be stored or placed within fenced zone.
16. Prior to the commencement of works, the Contractor must provide the following information;
 - i. Source of Quarry Material crushed rock (CR).
 - ii. N.A.T.A. approved test results for the CR that is to be used.
 - iii. Should the source of Quarry Material CR change during course of works, then new test results must be provided.
17. Prior to commencing work on trenches in excess of 1.5m deep the proposal must comply with WorkSafe. A “Notice of Intention to Excavate...” form must be submitted to WorkSafe 3 days prior to the work excavations.
 - Call: 1800 136 089 toll free.
 - **Emergencies Call: 13 23 60.**
18. The Contractor must maintain all necessary Traffic Control Safety measures during the works.
19. All Service Conduits Trenches within the road reserve must be backfilled to a dry density not less than 95% of the maximum dry density value determined by the modified compaction test in accordance with AS 1289.5, and as specified below;
 - i. Service trenches under Road Pavement, Footpath or Vehicular Crossings backfilled with 20mm 3% cement treated Class 3 crushed rock compacted.
 - ii. Service trenches adjacent to road pavement or concrete structures backfilled with Class 3 crushed rock compacted.

20. All Stormwater Drains are to be reinforced concrete (RC) Class 2 rubber ring jointed (RRJ) pipes unless noted otherwise;
- i. All RC pipes up to and including 750mm dia. are to be RRJ.
 - ii. Pipes larger than 750mm dia. to be interlocking flush joints external banded
 - iii. All 150mm dia. Stormwater pipes are to be heavy duty sewer grade PVC unless otherwise approved.
21. Sub-soil drainage: 100mm dia. Agricultural pipe drains to be placed behind all Kerb on 20mm aggregate bedding, 200mm below subgrade and at grade and in accordance with Councils Standard Drawings.
22. Minimum cover to obvert of drainage pipes shall be 300mm in easements and 500mm in road reserves. Minimum cover (the depth) of drainage pipes in roads reserves must be greater than the design depth of sub-soil drainage, refer to "Sub-soil drainage" note (21).
23. 100mm dia. House Drain Connections to be laid at an offset of 1.0m from the low side of Title boundary as standard. Offsets greater than standard are to be dimensioned on the construction plans;
- i. House Drain Connections up to 150mm dia. to be via a manufactured junction piece. Pipes are to be heavy duty sewer grade PVC and backfilled with FCR to 150mm above top of pipe.
 - ii. All connections to Councils assets are to be as per Councils Standard Drawings.
24. Fill areas are to be stripped of topsoil, filled and then topsoil replaced to obtain final fill levels as shown on approved construction plans. All filling to be clean clay compacted and tested in accordance with AS 1289.5.
25. Filling to comply with AS 3798-2007, "Level 1" supervision unless specified otherwise. Any substandard filling encountered must be promptly removed and replaced in accordance with the above requirements.
The Contractor is responsible for ensuring that all imported fill material, including additional topsoil, satisfies the description for clean fill material in EPA Bulletin Publication No. 448, as revised. The Contractor if requested is to provide soil test certificates to Council's Supervising Officer and/or their representative.
26. Blasting generally is not approved as standard, however blasting may be required as a last resort depending on ground conditions. Council is to be notified in writing if any blasting is found to be necessary. Residents and Property likely to be affected by blasting and all service authorities shall be notified in writing prior to blasting works commencing. Notification letter is to include blasting procedures, likely timings and include Contractor and Consultant contact names and phone numbers. Blasting area signs must be in place at all entrances to the works site.
Works to be in accordance with AS 2187.2, and restricted to between 9.00am and 3.30pm and not to occur on public holidays.

27. Earth Batters shall be 1 in 6 minimum, evenly graded, topsoil and seeded unless otherwise specified;
28. Road pavements to be a minimum depth of 300mm including surfacing for residential streets only;
- i. Pavement depth specified is a minimum depth and may be varied by Council's Supervising Officer and/or their representative.
 - ii. Soft spots must be excavated to a proof rolled base and backfilled with approved material compacted in 150mm layers to a density determined by the standard compaction test in accordance with AS 1289.5.
 - iii. Subbase pavement component to be 100mm wider than the outside of Kerb or Edging strip widths.
29. Kerb types shall be as specified in accordance with the Council Standard Drawings. Kerb transition lengths between different kerb types are to be over 3.0m if it cannot be achieved at a pram ramp crossing or vehicle crossover.
30. Vehicle Driveways & Crossovers;
- i. Residential Vehicle Crossings to be constructed in accordance with Councils Standard Drawings. Maximum number of crossings to a residential property is 2, providing crossing width is maximum 3.5m each and a separation of 8m is achieved.
 - ii. Rural Vehicle Crossings to be constructed in accordance with Councils Standard Drawings. Unless at an obvious high point all rural crossovers are to include a pipe culvert.
 - iii. Corner properties will require crossing clearances from intersections and pedestrian pram ramp crossings as per Australian Standards to the satisfaction of Council.
31. All Footpaths to be a minimum of 1.5m wide and in accordance with Councils Standard Drawings;
- i. Footpaths are to be 50mm offset from title boundaries, unless noted otherwise.
 - ii. Pram ramp crossing to be in accordance with Councils Standard Drawings.
32. All new concrete works shall develop a minimum compressive strength of 25 MPa at 28 days, unless otherwise specified.
33. Exposed Aggregate Concrete works are non-standard pavement works, proposals must be approved in writing prior to commencement of works.
34. All Traffic Control Measures, Signs and Line marking must be in accordance with AS 1742.

35. All Signs erected to be Class 1 high intensity type complying with the requirements of AS 1743. Street name signs in accordance with Council requirements;
- i. All Road guide posts or delineators are to be “Rubber Hinge” type.
36. All Verges and Table drains, excavated or filled within the Road Reserve shall be resurfaced with a 100mm layer of topsoil as specified, free from clay and stone, evenly graded and seeded to the satisfaction of Council’s Supervising Officer and/or their representative.‡
37. Open Space and Drainage Reserves to be evenly graded, seeded and free draining to the satisfaction of Council’s Supervising Officer and/or their representative;
- i. Removal of topsoil from reserves during the works must be held on-site and reinstated as specified.
 - ii. Design information to include; Potable Water supply in underground pit configuration, bollards, fencing, seating, shading & playground equipment and BBQ’s etc. where required by the permit.
38. On Practical Completion the Contractor is responsible for;
- i. The reinstatement of Existing Assets affected by the works.
 - ii. The removal of all redundant Assets, Building waste, Rubbish and Spoil from the site.
 - iii. Non trafficable measures of areas for grass establishment to the satisfaction of Council’s Supervising Officer and/or their representative.
39. As-Constructed Data including variations during construction works is to be provided prior to the issue of Statement of Compliance;
- i. Drawings are to be in A1 and A3 hardcopy for print in AutoCAD (2010) and Acrobat PDF formats.
40. Prior to the End of Defects liability period Grass is to be established as per Council guidelines, unless otherwise agreed in writing.
41. **HOLD POINT** inspections are to be arranged for approval by Council’s Supervising Officer and/or their representative. The Consultant and/or Contractor to be present at Hold Points;
- 1) Pre-commencement Works meeting.
 - 2) Erosion & Siltation control measures constructed.
 - 3) Prior to Trench backfilling:
 - I. Stormwater drainage pipes and pits, including subsoil AG drains,
 - II. Property/House connections.
 - 4) Road Subgrade proof-roll prior to placement of sub-base.
 - 5) Road Sub-base proof-roll prior to placement of base course.
 - 6) Road Base Course proof-roll prior to sealing.
 - 7) Prior to placement of concrete for Kerb and channel, footpaths and vehicle crossings.

- 8) Prior to Water Sensitive Urban Design placement of backfill media. Backfill media testing evidence to be provided that the backfill complies with the specification.

Following inspections are also required and will be carried out by Council's Supervising Officer and/or their representative;

- Inspection of traffic control safety measures in accordance with the Site Management Plans.
- Inspection of works in accordance with endorsed Landscape plans.
- Practical Completion Inspection (commencement of Defects Liability Period).
- Any other inspections as determined by the Council.
- End of Defects Liability Inspection.