

Subdivision Pre-Start Up Checklist

This form is to be completed and submitted with the subdivision engineering design drawings for COA approval.

Subdivision details

WAPC Number:	
Subdivision Name:	
Subdivision Stage:	
Property Address:	

Superintendent details

Company:	
Name:	
Contact number:	
Subdividers Name/Company:	

Disruption to local neighbourhoods caused by work activities associated with the subdivision shall be minimised. Written authorisation to commence works by a City Officer will be given once the following pre-requisites are satisfied.

Current WAPC approval and City of Albany approved construction drawings (copy issued to Engineering Officer).

Site assessment completed and appropriate dust and sand drift management plan in place in accordance with DEP's Dust Control Guidelines.

Noise and vibration management plans completed.

Traffic management plan prepared.

Complaints register and complaints procedure in place.

Neighbourhood consultation completed.

All equipment required for implementation of Management Plans is on site.

Dewatering areas specified with Department of Water approval.

Building Licence obtained for retaining walls (required prior to construction of walls).

Demolition licence for existing structures.

Hours of operation (Mon-Sat: 0700-1900). No work is permitted outside these hours without prior approval from the City.

Ensure all clearing permits/approvals are in in place.

Appropriate method of disposal of cleared vegetation has been agreed (Note that the burning of cleared vegetation from subdivisions is not permitted).

Environmental management plan is supplied.

Destination of spoil, source of fill and road pavement material.

A sign is erected at the entry to the subdivision.

Areas or features identified as not to be disturbed are confirmed and barricading/signage inspected.

Source of construction water is identified.

Site access details have been discussed.