

Enquiries: Wayne Mo  
Our Ref: WM/RDS/00236



To the Resident  
Important information inside  
Footpath Upgrade



22 September 2025

Dear Resident,

**Notification of works**

The Town would like to advise the following upcoming project:

|                                                     |                                                       |
|-----------------------------------------------------|-------------------------------------------------------|
| Type of works:                                      | Footpath Upgrade                                      |
| Location:                                           | Richardson Avenue – Stirling Highway to Wilson Street |
| Owner to trim or retain any overhanging vegetation: | Sunday 28 September 2025                              |
| Commencement date:                                  | Monday 6 October 2025                                 |
| Estimated end date:                                 | Friday 17 October 2025                                |

Below is the general sequence of events for the works:

- Remove sections of old slabs and damaged footpath on the verge, parts of crossovers and any other paving along the footpath alignment as necessary. Reticulation will be cut and capped. *The path excavation will be wider than the actual final path width, to accommodate the formwork and timber stakes required for the concrete pour and some additional space required for any reticulation reinstatement.*
- Form up and pour a new 1.5m wide footpath, generally grading away from properties, designed to meet minimum disability and Australian Standards, and Council policy requirements.
- Where appropriate, The Town will install new pram ramps and footpath connections at identified locations to improve accessibility and continuity of the pedestrian network.
- Repair verges, asphalt crossovers, brick paving, reticulation and undertake a general clean up.

Works are expected to occur between 7am and 5pm on weekdays. While it is inevitable that works of this nature will cause some inconvenience, every effort will be made to ensure that this is kept to a minimum. Please note some minor concrete cutting works may take place a few days before the scheduled excavation date.

If you have vegetation or landscaping (rocks, boulders and unapproved verge objects) encroaching over the boundary line and the footpath, please ensure it is pruned back or removed 200mm from the edge of the existing footpath before the date indicated above.

If this is not done, the Town may cut, remove objects and/or dispose of them.

Where good quality lawn has been cut, rolled, and stored on the verge for reuse, it will only be reinstalled if it is considered suitable and in good health after the completion of works. A clean landscaping mix will be spread over gaps and over any reinstated lawn. This material is a quality mix which helps promote turf growth.

If you wish to retain any of the excavated footpath slabs or pavers being removed from your verge, please contact the Town to organise this.

Please be aware that the new concrete footpath will continue through all crossovers and verges along the street. In some instances, existing concrete crossover material may be colour coated (spray sealed) instead of removed, to match the new Claremont Cream footpath colour.

The Town will repair any damaged irrigation on verges caused by the works and will organise testing of systems once works are complete. Please ensure you contact the Town within one month of the completion date if any issues have yet to be addressed regarding damage.

Please do not interfere with any traffic management arrangements. Removing or ignoring traffic cones can lead to confusion, personal injury, damage to vehicles or the new footpath surface and cause delays to the project.

An *information sheet* has been attached for your viewing, which the Town hopes will answer any queries you have whilst the works are occurring.

Whilst the aim is to start and complete the works by the dates indicated above, this is dependent on weather conditions and ongoing contractor availability.

If you have any questions regarding this project or would like further information, please contact me on 9285 4300.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Wayne Mo', written in a cursive style.

Wayne Mo  
Manager Engineering

# FOOTPATH UPGRADE PROJECTS

## INFORMATION SHEET



### Overview:

Footpath upgrade projects are an important part of the Town's commitment to improving our infrastructure. This information sheet provides a brief overview of frequently asked questions for footpath upgrade projects.

### Questions:

**1. After my initial notification letter, will I receive any further letters during the works?**

If works are significantly delayed or if weather becomes a factor, the Town will send you an updated progress notification letter.

**2. Will access to my property be limited while the works are in progress?**

Access for vehicles may be limited during various stages of the project. The Town's contractors and traffic controllers will be able to assist if this is the case and will inform residents of the schedule. Once the formwork is installed, the concrete will generally be poured on the same day to minimise access disruption. If you require emergency access, please speak with the site supervisor or traffic controllers.

**3. Will I be compensated for plants, vegetation, and lawns damaged because of the works?**

The Town and its contractor will attempt to keep lawns, plants, and other vegetation alive and healthy within verge areas however will not replace them if they perish or require cutting back from the area of works. A quality landscaping mix will be laid as required that will support regrowth, and residents can assist by watering and applying liquid plant tonics or solutions and undertaking regular maintenance.

**4. What happens to my reticulation along the footpath during the works?**

Reticulation near the footpath will be removed and capped before the concrete work begins. This means part of your verge may not receive water for the duration of construction. Residents are encouraged to hand water during this time, especially in periods of hot weather. When the job is completed, the reticulation will be reinstated, and clean fill material added to hold this reticulation in place. This material is a quality topsoil material which assists lawn growth, especially in warm weather.



# FOOTPATH UPGRADE PROJECTS

## INFORMATION SHEET



**5. Can I drive over the new concrete path straight after it has been placed?**

If a new path has just been installed, it should not be driven on for at least 24 hours. Traffic cones will be placed in front of the new path straight after it has been poured. Please do not move any cones, as they may also be serving other important safety purposes.

**6. Can I have my asphalt crossover fully replaced instead of just the patch, even if I pay for it?**

Only the section of crossover removed for the works will be patched in asphalt. An alternative is for owners to organise the installation of a concrete crossover using private contractors. A subsidy is available from the Town to assist. Please contact the Town should you wish to pursue this option as an application is required prior to the footpath works commencing.

**7. My concrete crossover is cracked and damaged, will the Council repair or replace this?**

Crossovers are the responsibility of property owners. If you would like to have it repaired or replaced by our contractors, this can be done at the owner's expense. If you wish to pursue this option, the Town will provide the Contractor's details to you however we cannot guarantee that they will accept the work, due to time and / or available resources.

**8. Why doesn't the new asphalt match my existing crossover?**

Fresh black or red asphalt will generally not match exactly to the existing. This is due to colour variations on manufacture and the natural ageing processes and cannot be avoided.

We hope you have found this information sheet to be helpful.

If you have any other questions or would like further information regarding this project, please contact the Manager of Engineering on 9285 4300.