



Application for

Approval to Carry Out an Activity

Under Section 138 of the *Roads Act 1993* and/or
Section 68 of the *Local Government Act 1993*,

Further Information

Upper Hunter Shire Council

SCONE:

135 Liverpool Street
(02) 6540 1100.

MERRIWA:

34-40 Vennacher Street
(02) 6521 7000.

MURRURUNDI:

47 Mayne Street
(02) 6540 1350.

POSTAL ADDRESS:

PO Box 208
Scone 2337

WEBSITE:

www.upperhunter.nsw.gov.au

EMAIL:

council@upperhunter.nsw.gov.au

- 1 *This form is to apply for approval to carry out an activity under the Roads Act 1993 and the Local Government Act 1993.*
- 3 *Tick the boxes and fill out the white sections as appropriate. Failure to do so may result in delays in your application.*
- 4 **All owners are required to sign the form.**
- 5 *Review and submit all plans and documentation to support the application.*
- 6 *Fees must be paid at time of lodgement. Quotes may be obtained by phone or at Council offices.*
- 7 *Applications can be lodged either:*
 - *In person at one of Council's Offices (Details to the left of this form) during business hours, Monday to Friday.*
 - *By mail – Postal address "Environmental Services, Upper Hunter Shire Council, PO Box 208, Scone 2337".*

For further information please contact Environmental Services Department on (02) 6540 1136 during business hours, Monday to Friday.

Privacy Notice

The personal information contained within the application is required to enable Council as the consent authority to process the application and will be used in accordance with the Privacy and Personal Information Act 1998 (PIPA Act). The intended recipients of the personal information are Council Staff and any other government agencies that may be required to assess the proposal.

The supply of the information is voluntary. If you cannot or do not wish to provide the information sought, your application may not be accepted, nor processed or rejected for lack of information.

The Upper Hunter Shire Council will store details of the application and any subsequent decision in a register that can be viewed by the public.

For further information please contact Environmental Services Department.

Office use only

Application number

Date received

Activity Approval-Issue2_Feb12

If you have obtained a fees quote from Council please reference quote number below;

All correspondence and communication will be directed to the applicant.

(eg. connect to sewer, driveway footpath crossover, etc)
Refer to the Application Guide for assistance.

All owners must sign this form. Companies will need to either provide their ACN or attach letterhead correspondence indicating the approval to lodge the application.

Owners consent is required from **ALL** owners. If insufficient space is provided, please attach separate letter of Authority.

Only original signatures will be accepted, not copies

1. Applicant Details

Name/ Company Name

Postal Address

Town/Village/Locality

Postcode

Contact Name

Telephone

Email address

Mobile

I declare to the best of my knowledge and belief that all the particulars herein are correct in every detail and all the information required has been supplied. I also certify that all information provided electronically and in paper form are identical.

Signature

Date

2. Property Details

Lot N^{o/s}.

Section N^o.

DP/SP N^o.

Street N^o.

Unit N^o.

Street Name

Town/Village/Locality

Postcode

Zoning

Site Area m²

3. Description of Proposed Activity

4. Owner Details

Name/Company Name

Postal Address

Town/Village/Locality

Postcode

Telephone

Email address

Owner Consent

As owner/s of the property, I/we consent to this application, and grant permission for Council's Officers to enter the property/premises for the purpose of assessment of this application or to conduct inspections relative to this application.

Owner Name/s / Company Name

Owner 1

Signature

Date

Owner 2

Signature

Date

Under section 147(4) of the Environmental Planning and Assessment Act 1979, a person who makes a relevant planning application to council is required to disclose any reportable political donations or gifts made by a person with financial interest in the application.

Owner 3	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>
Owner 4	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>

*If signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (eg. Power of attorney, executor, trustee, company director).

5. Political Donations Disclosure

Have you made a political donation in the last two years or given a gift to any local councillor or Council employee?

No **Yes**, complete and attach a Political Donations Disclosure Form

Applicant 1	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>
Applicant 2	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>

Owner 1	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>
Owner 2	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>
Owner 3	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>
Owner 4	<input type="text"/>	
Signature	<input type="text"/>	Date <input type="text"/>

*Note: Any 'reportable political donation' or 'gift' made after lodgement of this application must also be disclosed within seven days of making the donation/gift.
As per Section 147 of the Environmental Planning and Assessment Act.

Approvals under Section 138 of the Roads Act 1993

Does this application seek approval to one or more of the matters listed in the table below?

No

Yes (you must tick the relevant activity)

Works and Structures	• Erect a structure or carry out a work in, on or over a public road	<input type="checkbox"/>
	• Dig up or disturb the surface of a public road	<input type="checkbox"/>
	• Remove or interfere with a structure, work or tree on a public road	<input type="checkbox"/>
	• Pump water into a public road from any land adjoining the road	<input type="checkbox"/>
	• Connect a road (whether public or private) to a classified road	<input type="checkbox"/>

Approvals under Section 68 of the Local Government Act 1993

Does this application seek approval to one or more of the matters listed in the table below?

No

Yes (you must tick the relevant activity)

Structures or Places of Public Entertainment	• Installing a manufactured home, movable dwelling or associated structure on the land	<input type="checkbox"/>
Water Supply, Sewage and Stormwater Drainage Work	• Carry out water supply work	<input type="checkbox"/>
	• Drawing water from Council water supply or a standpipe or selling water so drawn	<input type="checkbox"/>
	• Install, alter, disconnect or remove a meter connected to a service pipe	<input type="checkbox"/>
	• Carry out sewage work	<input type="checkbox"/>
	• Carry out stormwater drainage work	<input type="checkbox"/>
Management of Waste	• Connect a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer	<input type="checkbox"/>
	• For fee or reward, transport waste over or under a public place	<input type="checkbox"/>
	• Place waste in a public place	<input type="checkbox"/>
	• Place a waste storage container in a public place	<input type="checkbox"/>
	• Dispose of waste into a sewer of the Council	<input type="checkbox"/>
	• Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility	<input type="checkbox"/>
Community Land	• Operate a system of sewage management	<input type="checkbox"/>
	• Engage in a trade or	<input type="checkbox"/>
	• Direct or procure a theatrical, musical or other entertainment for the public	<input type="checkbox"/>
	• Construct a temporary enclosure for the purpose of entertainment	<input type="checkbox"/>
	• For fee or reward, play a musical instrument or sing	<input type="checkbox"/>
	• Setup, operate or use loudspeaker or sound amplifying device	<input type="checkbox"/>
Public Roads	• Deliver a public address or hold a religious service or public meeting	<input type="checkbox"/>
	• Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway	<input type="checkbox"/>
	• Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road	<input type="checkbox"/>
Other Activities	• Operate a public car park	<input type="checkbox"/>
	• Operate a caravan park or camping ground	<input type="checkbox"/>
	• Operate a manufactured home estate	<input type="checkbox"/>
	• Install a domestic oil or solid fuel heating appliance, other than a portable appliance	<input type="checkbox"/>
	• Install or operate amusement devices	<input type="checkbox"/>

Office Use Only

Application N^o

Certificate N^o

Assessment N^o

Property

Proposal

Fees

Fee	Amount	Receipt N ^o	Date
Section 68 (<i>Local Gov. Act</i>)			
Section 138 (<i>Roads Act</i>)			
Inspections			
Other			
Total			

Receipt of the application is acknowledged in accordance with the Environmental Planning and Assessment Regulation.

1. The following information has not been submitted in respect of this application;

2. The applicant will be further advised if there is any additional information required prior to the application being assessed.

Applicant Signature

Council Officer Signature

Date