

DRIVEWAY APPLICATION

For approval of driveway access to a property or any construction or modification works within a public road made under Section 138 of the Roads Act 1993

Locked Bag 155, Coffs Harbour 2450;
Customer Service Centre, 2 Castle Street, Coffs Harbour
Email: coffs.council@chcc.nsw.gov.au Phone: (02) 6648 4000
Website: www.coffsharbour.nsw.gov.au ABN 79 126 214 487



1. Details of the applicant :

It is important that Council is able to contact you if more information is required. Please give as much detail as possible.

Mr Ms Mrs Dr Other:

Given name/s

Surname

Company/organisation (If Applicable)

ABN

Email Address

Address

State

Postcode

Daytime telephone

After hours

Mobile

2. Application to Construct / install the following :

- Residential Driveway - Pipe Culvert
 Industrial Other (Specify)
 Rural

3. Lot Description of Proposed works:

Lot	DP	Property No (internal only)
<input type="text"/>	<input type="text"/>	<input type="text"/>
House No	Street Name	
<input type="text"/>	<input type="text"/>	
Suburb or Town	Postcode	
<input type="text"/>	<input type="text"/>	

4. Associated Development Applications :

Yes DA No. No

5. Do you require an on-site meeting prior to approval :

Yes No

OFFICE USE ONLY

DWAY PJ 423142-1001-40021

APPLICATION FEE MUST BE PAID BEFORE INSPECTION CAN GO AHEAD

Date received Application fee (if applicable) Receipt No.

5. Documentation/Supporting Plans :

The following documentation **must be attached**:

- Site Plan/Design Drawings: Use box Below or attach to application (To include location of driveway in relation to property boundaries, utilities (power poles, service covers), trees, existing buildings)
- Engineering Plans (If associated with industrial locations or non-Standard applications)

Site Plan:

6. Applicable fees and charges

To view the applicable fees and charges associated with this application please refer to Council's adopted fees and charges at www.coffsharbour.nsw.gov.au/fees

7. Owners Consent :

I acknowledge that the work must not begin until payment and written approval to proceed is received and must be done in accordance with the plan(s), specification and conditions attached to this approval.

Name/s
of **ALL** owners
(Please print)

Signature/s
ALL owners

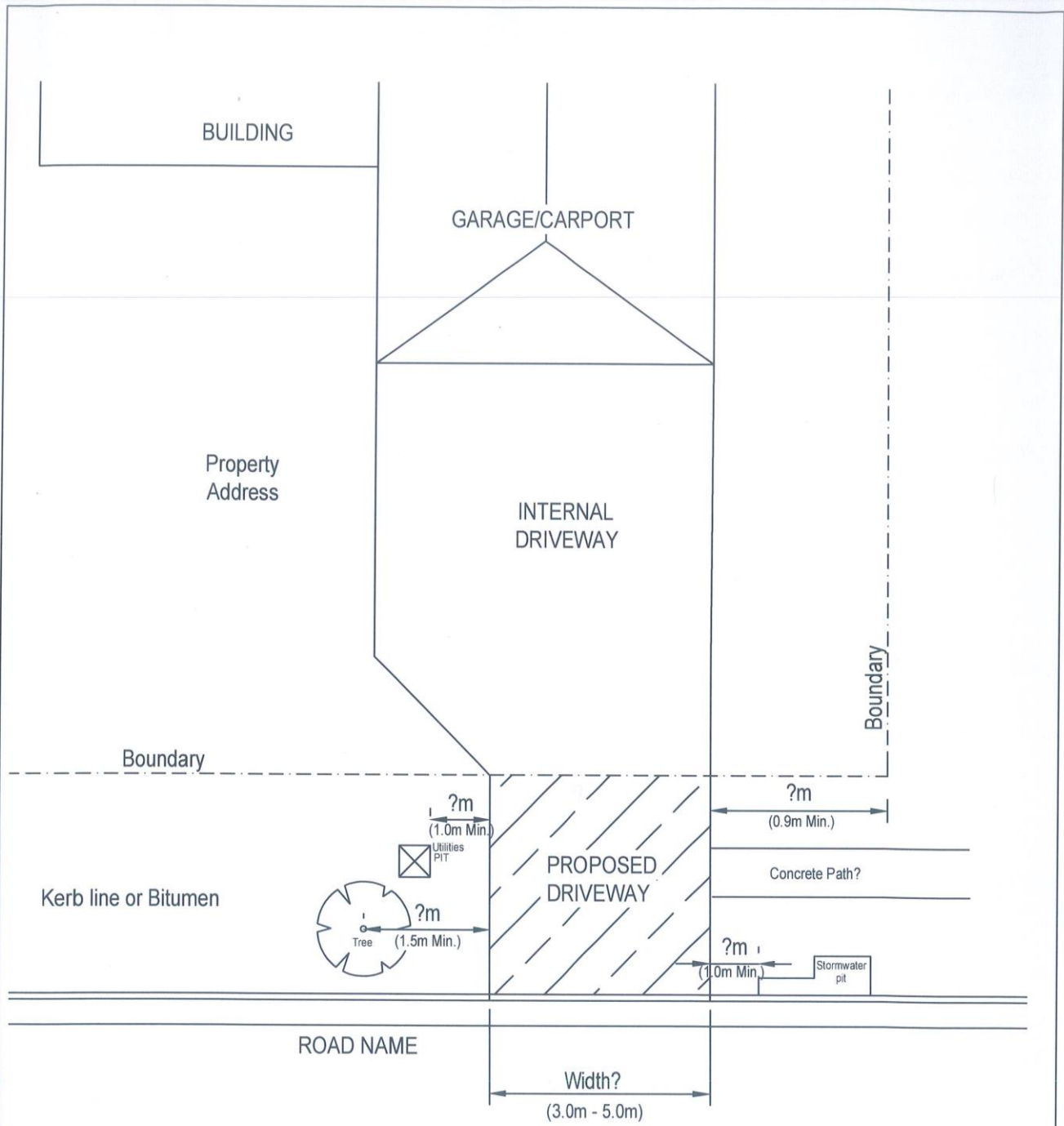
8. Privacy and personal information protection notice :

- This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- Your information may comprise part of a public register related to this purpose;
- Your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- Your personal information can be accessed and corrected at any time by contacting this Council.

9. Applicant's Signature/s :

I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded.

Signature/s : **Date:**/...../.....



EXAMPLE SITE PLAN - RESIDENTIAL

NOTES:

1. SITE PLAN TO INCLUDE PROPOSED SETBACKS/OFFSETS FROM BOUNDARIES, STORMWATER PITS, SERVICE PITS, VALVES AND TREES. (MINIMUM 1.0 OFFSET FROM ALL VALVES AND PITS.)
2. STREET TREES REQUIRING REMOVAL WILL NEED TO BE INDIVIDUALLY ASSESSED BY COUNCIL'S DRIVEWAY OFFICER. APPLICANT MAY BE REQUIRED TO COVER ALL COSTS FOR REMOVAL AND RELOCATION/COMPENSATORY PLANTING.
3. MUST INCLUDE DIMENSIONS OF PROPOSED DRIVEWAY
4. MAXIMUM RESIDENTIAL DRIVEWAY WIDTH IS 5m AND MUST BE CONSTANT ACROSS FOOTPATH.
5. DRIVEWAYS EXCEEDING A GROUND SLOPE OF GREATER THAN 1m VERTICAL TO 10m HORIZONTAL (10%) NEED TO BE SUPPLEMENTED WITH A LONGITUDINAL SECTION.