

Request to Carry Out Development Works Outside Standard Permitted Hours

Advisory Notes	
About this Form:	Use this form to apply for a Request to Carry Out Development Works Outside Standard Permitted Hours
How to complete this Form:	<p>Ensure that all fields have been filled out correctly.</p> <p>Please print clearly.</p> <p>Once completed, please refer to the lodgment details section for further information.</p> <p>(For advice please contact Customer Service on (02) 9330 6400 - 8.30am-5.00pm Monday to Friday)</p>

Applicant Details			
If the applicant is a Company, proof the Company is a legal entity must be given, either by Company Seal or Company letterhead.			
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other: Please specify:			
Company Name (if applicable):			
Given Name:		Surname:	
Residential Address:	Unit No.:	Street No.:	
Street Name:		Suburb	Postcode:
Postal Address: (if different to street address)	Unit No:	Street No:	
Street Name:		Suburb:	Postcode:
Phone No.:		Mobile No.:	
E-mail address:			

Site Details			
Please list all properties subject to this application			
Customer Reference Number:			
Street Address			
Suburb:			Postcode:
Legal description	Lot:	Section:	DP/SP:

Conditions:

The application **MUST** comply with the following conditions:

1. There must be **no refund of fees** where an application is unsuccessful.
2. Out of hours permits are for single events. **Approval will only be given for safety or public amenity reasons.** Reasons related to occupant convenience or accelerated work programs will not be acceptable.
3. At least **fifteen (15) working days' notice** must be given for assessment of a standard application. The types of works this application is proposed to be used for are scheduled works which are program managed.
4. **The application will not be assessed until the relevant fees are paid in full.** Only an urgent application will be processed within 24 hours of proposed works.
5. **Urgency fees apply if a permit is required within 72 hours.** There can be no guarantee of service where an urgent application is lodged and urgency fee will be refunded where the application is not assessed.
6. **A maximum of 2 consecutive days out-of-ours works** may be covered by one application.
7. Except in very exceptional circumstances, **no works will be approved after 10.00pm or before 5.00am.**
8. A permit does not allow any ongoing variation to the Hours of Demolition/Construction imposed by any conditions in Development Consent.
9. It is the responsibility of the applicant to **provide sufficient information** and describe the proposed works in detail, to enable the application to be properly considered. Failure to do so will lead to rejection.
10. The applicant is to provide the details of any Construction Certificate issued under the Environmental Planning and Assessment Act, 1979, which authorises the work for which this Permit is required. Alternatively, they must provide an explanation as to why a Construction Certificate is not necessary for the intended works.
11. Permits only allow the work described therein and generally exclude any noisy construction or demolition works.
12. The applicant must provide reasons why the work, subject of the permit application, cannot be carried out in normal construction hours of 7.00am - 5.00pm Monday to Saturday
13. The applicant must demonstrate that consideration has been given to and show what measures are to be put in place to address any perceived impact of the activity on nearby residential and public use buildings (especially those involving sensitive occupations).
14. Council must be given sufficient detail to satisfy itself that the activity will not create unreasonable noise, vibration, light spill or impact on traffic and access in the locality.
15. This permit may be cancelled without notice should public or residential amenity be detrimentally affected.
16. A copy of any approval must be maintained on site and produced as requested by Police or Council Staff.
17. All residences, institutions and business within a 100m radius of the development site shall be informed of the times the works will be conducted by way of letterbox drop at least five (5) working days prior to the work taking place. The letter is to describe the works date and time they are to take place and a copy of the letter is to be forwarded to Council.
18. In the event the works are of an urgent nature due to mechanical failure, the residents, institutes and businesses within a 100m radius of the development site shall be informed of the times the works will be conducted by way of personal service of the notification immediately following receipt of approval.
19. The applicant must not carry out notification to surrounding residents or occupants unless Council has first granted a permit.
20. All measures shall be engaged by the responsible person organising the activity to ensure the works are undertaken within the approved extended hours. Any works undertaken outside the approved extended hours will be considered unauthorised and subject to on the spot penalties.
21. All measures shall be engaged by the responsible person organising the activity to ensure the environmental/amenity measures to be put in place to minimise impact on residences and public use buildings are taken.
22. All other environmental/amenity measures conditioned in the development consent shall be complied with as well during these activities.
23. The approved Traffic Management Plan/Traffic Control Plan shall be implemented and followed totally during the conduct of the activity.
24. A failure to comply may result in penalties being issued by Council.



Political Donations and Gifts Disclosure Statement

Persons lodging an application with Council are required to declare reportable political donations and gifts. Have you made a political donation of more than \$1,000.00 or gift (regardless of value) in the previous two (2) years?

NO YES If YES, you must complete and submit the Declaration of Political Donations and Affiliations form

For further information: <http://www.planning.nsw.gov.au/Assess-and-Regulate/Development-Assessment/Systems/Donations-and-Gift-Disclosure>

Declaration

- I have read and understand the contents and conditions contained within this application.
- I declare that all the information in the application is to the best of my knowledge, true and correct.
- I also understand that if the information is incomplete, the application may be delayed or rejected or more information may be requested. I acknowledge that if the information provided is misleading, any approval granted 'may be void'.
- I accept that inadequacies in the material submitted may result in delay in the processing of the application.
- I understand that Council may use the information and materials provided for notification and advertising purposes.
- I understand that Council officer's may need to carry out a site inspection and will undertake to make site access available as required.
- I understand that all information related to this application may be displayed on Council's online tracking system for viewing by the general public, and may be disclosed under the provisions of the *Government Information (Public Access) Act 2009*.
- I am authorised by the copyright holder of any material submitted with this application to provide this material to Council for the purpose of this application.
- I understand I am bound by the conditions contained in this application and a failure to comply may result in penalties being issued.

Applicant's signature:

Date

Privacy Statement

Application forms and/or names and addresses of people making an application is information that is publicly available. In accordance with Section 18(1)(b) of the *Privacy and Personal Information Protection Act 1998 (NSW)*, you are advised that all application forms received by Council will be placed on the appropriate Council file and may be disclosed to Councillors, Council Officers, consultants to Council or members of the public. Pursuant to the provisions of the *Government Information (Public Access) Act 2009*, Council is obliged to allow inspection of its documents, including any application you make. However, should you wish for your contact details to be suppressed, please indicate on this application form.

Instructions for applicants

Lodging an application requires a completed application form, all relevant information and the payment of the required fee. The application will be checked at lodgement to ensure the required information is provided.

Incomplete/illegible applications will not be accepted and will be returned to you.

Lodge in person: Georges River Council's Customer Service Centres:

- Georges River Council Civic Centre - Corner MacMahon and Dora Street Hurstville – Monday to Friday – 8.30am-5.00pm
- Clive James Library and Service Centre - Kogarah Town Square, Belgrave Street Kogarah – Monday to Friday – 8.30am-5.00pm

Lodge by mail: Georges River Council, PO Box 205, Hurstville BC NSW 1481

Fees and charges: Find fees and charges on the Council website:
www.georgesriver.nsw.gov/Council/AboutYourCouncil/FeesAndCharges



Further Information or Frequently Asked Questions

I have lodged an application, what should I expect in return?

You will receive written confirmation within fourteen (14) days whether if your application is been determined as approved/refused or if there is insufficient information for a full assessment to be carried out.

Office Use Only

Checked by Officer:		Receipt No:	
Date:		Amount Paid:	\$
Application Number		Cashier code	
		Name of Officer:	

