

Application for Closure of Public Road

Application No: _____ / _____	
<p>This form If the road is not under the control of the Council, you will need to apply to the relevant road authority</p>	<p>Use this form to apply to close and purchase road under section 34 of the Roads Act 1993 that is under the control of Newcastle City Council.</p> <p><u>Important information</u></p> <ul style="list-style-type: none"> The applicant <u>must</u> be the owner of the adjoining property or an approved representative of the owner. The application is <u>not</u> confirmation that the road will be sold. The final approval of the road closure is granted by the Minister. This application and application fee is to investigate the status of the road in order to determine whether it can be sold.
<p>Fees: A minimum fee will be charged at the time of lodgement of the application. Additional fees will be charged, before the determination of the application, and upon completion of the sale. All fees will be calculated in accordance with Council's Fees and Charges. The applicant is to meet <u>all</u> legal and professional costs in relation to the closure process</p>	
Part 1: Applicant and site details	
<p>1. Applicants details</p> <p>All correspondence will be sent to this address.</p> <p>Applicant must be the adjoining lot owner or approved representative of the owner.</p>	<p>Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/></p> <p>Family name (or company).....</p> <p>Given names (or ACN).....</p> <p>Postal address.....</p> <p>.....Postcode.....</p> <p>Phone.....Alternative phone.....</p> <p>Email</p> <p>Contact personReference no.....</p>
<p>2. Location of property the Road reserve adjoins.</p>	<p>Unit NoHouse NoStreet.....</p> <p>Locality.....</p> <p>Lot(s).....Section.....DP/SP.....</p> <p>Other.....</p>
<p>3. Owner of the adjoining property If same as applicant write "as above"</p>	<p>Name.....</p> <p>Address.....Postcode.....</p> <p>PhoneEmail.....</p> <p>ABN/CAN (if applicable).....</p> <p>Owners signature</p>
<p>4. Purpose of Closure/Intended use</p>	<p>.....</p> <p>.....</p> <p>.....</p>
<p>5. Description of road (s) Status of roads i.e formed/unformed</p>	<p>.....</p> <p>.....</p> <p>.....</p>

<p>6. Is the road closure associated with a DA or Complying Development Certificate?</p>	<p><input type="checkbox"/> Yes Consent No Date issued.....</p> <p><input type="checkbox"/> No</p>
<p>7. Agreements of public authorities Evidence in writing required at a later date</p>	<p><input type="checkbox"/> Ausgrid</p> <p><input type="checkbox"/> Hunter Water Corporation</p> <p><input type="checkbox"/> Roads and Maritime Services</p> <p><input type="checkbox"/> Telstra/NBN</p> <p><input type="checkbox"/> Jemena (Gas)</p> <p><input type="checkbox"/> Mine Subsidence / Other affected authorities</p>
<p>8. Applicants Surveyor/Contact person</p>	<p>Family name (or company).....</p> <p>Given names (or ACN).....</p> <p>Postal address.....</p> <p>.....Postcode.....</p> <p>Phone.....Alternative phone.....</p> <p>Email</p> <p>Contact personReference no.....</p>
<p>9. Required documents attached to application</p>	<p><input type="checkbox"/> Site plan including the following;</p> <ul style="list-style-type: none"> • Location, boundary dimensions, site area and north point of the land • Existing public utilities on the land • Location and uses of any buildings/structures encroaching on the land • The location and uses of buildings on sites adjoining the land <p><input type="checkbox"/> Proof of ownership of adjoining property</p> <p><input type="checkbox"/> Proof of non-objections from adjoining property owners</p> <p><input type="checkbox"/> Other.....</p>
<p>10. Applicants declaration</p>	<p>The applicant acknowledges;</p> <ul style="list-style-type: none"> • This application does not constitute any form of a contract or guarantee that the road will be sold and closed. • That the final approval on closure will be granted by the Minister for lands. • If objections are received it is the responsibility of the applicant to resolve said objections. • Should the closure not proceed any fees paid will NOT be refunded. • That all professionals costs such as surveyors, legal and valuers will be payable the applicant. • The applicant agrees to consolidate the lot with adjoining lot at the end of the closure process. • That all the information given is true and correct. <p>Applicant's name (please print).....</p> <p>Signature..... Date.....</p>

Protecting your privacy

Newcastle City Council is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and Council's Privacy Management Plan.

Purpose of collection	To enable Council as the roads authority to assess your closure application
Intended recipients:	Council staff and other government agencies that may be required to assess the proposal
Supply:	The information is a statutory requirement related to the assessment of the application.
Consequence of non-provision:	Your application may not be accepted or processed due to a lack of information.
Storage and security:	Newcastle City Council, 282 King Street Newcastle 2300 will store details of the application. Individuals can access the details of the application under the Government Information (Public Access) Act 2009
Access:	Your information can be checked for accuracy by calling (02)4974 2000.

How to lodge your application

Applications can be lodged either:

- In person at the Customer Enquiry Centre, located on the ground floor of **282 King Street, Newcastle**. We are open for business from 8:30am to 5:00pm, Mondays to Fridays. Payments are only accepted between 8:30am and 5:00pm. A duty officer is available to provide basic information in relation to development applications, until 4:00pm daily. Pre-DA appointments should be made for more complex enquiries.
- By mail - Postal address**
 'The Chief Executive Officer,
 Newcastle City Council,
 PO BOX 489
NEWCASTLE NSW 2300

Fees and Payment Methods

You can pay by cash, cheque or the following credit/debit cards using EFTPOS: American Express, Visa or MasterCard. Make cheques payable to 'Newcastle City Council'. Do not send cash in the mail. A credit card processing fee applies to credit card transactions, reflecting bank fees charged to the 'Newcastle City Council' for card payments.

Acknowledgement.

We will acknowledge that we have received your application. You will receive a letter and receipt specifying the amount of fees paid, and the registered number of the application.

How to contact us:

Phone: (02) 4974 2000
 E-mail: mail@ncc.nsw.gov.au

OFFICE USE

Fee	Department	Receipt Number	Amount	Date

Accepted byDate.....