northern beaches council

Driveway Levels and Formwork Inspections Application

Made under the Roads Act 1993, Section 138

If you need help lodging your form, contact us		
Email	council@northernbeaches.nsw.gov.au	
Phone	1300 434 434	
Customer Service Centres	**Manly** Townhall, 1 Belgrave Street Manly NSW 2095	**Dee Why** Civic Centre, 725 Pittwater Road Dee Why NSW 2099
	Mona Vale 1 Park Street Mona Vale NSW 2103	**Avalon** 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	4028
TRIM Ref	
Last Updated	14 march 2018
Business Unit	Natural Environment & Climate Change
Application No.	
Receipt No.	

Privacy Protection Notice	
Purpose of collection:	For Council to provide services to the community
Intended recipients:	Northern Beaches Council staff
Supply:	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction:	Please contact Customer Service on 1300 434 434 to access or correct your personal information

When is an application for driveway levels required?

Before constructing a driveway an application form must be completed to attain a permit to undertake construction. This application excludes the construction of retaining walls, stairs and other structures, for these please refer to the Application for works to be approved within Council roadway (if associated with a development application) or the Application for a Minor Encroachment on a Road Reserve form (if not associated with a development application).

About this application form

The construction of a driveway must be undertaken by an Authorised Contractor. A list of contractors authorised by Council is available at northernbeaches.nsw.gov.au

If your preferred contractor is not on this list please note that they must become authorised prior to carrying out work. This may delay the processing of your application by approximately 6 weeks. The contractor is required to complete Form #4026 to be assessed for authorisation.

Part 1: Fees

FEE DESCRIPTION Alternate	FEE AMOUNT (PLEASE TICK)
Select one of the following application fees	
Application Fee for Driveway Profiles – not associated with development consent **or,** Application Fee for Driveway Profiles – in association with development consents	◯ **$177 or,** ◯ **$410**
Select one of the following final formwork inspection fees	
Residential – Formwork and final inspections for driveways not associated with development consent (2 inspections) **or,**	◯ **$300**
Residential – Formwork and final inspections for driveways in association with development consent (2 inspections) **or,**	◯ **$355**
Residential – Formwork and final inspections for driveways which require structural assessment (2 inspections) **or,**	◯ **$478**
Non-Residential – Formwork and final inspections for driveways including structural assessment (2 inspections)	◯ **$711**
Total Fees Due	$

Part 2: Applicants Details

IT IS IMPORTANT THAT WE ARE ABLE TO CONTACT YOU IF WE NEED MORE INFORMATION. PLEASE GIVE US AS MUCH DETAILS AS POSSIBLE.			
Full family name			
Full given names			
Contractor's name (if applicable)			
Address			
Suburb			
Postcode			
Phone		**Alternate**	
Mobile		**Fax**	
Email			
Contact person			

Part 3: Property Details

Please tick	◯ **Residential**	◯ **Commercial**	◯ **Multi-residential**
Street Address			
Suburb		**Postcode**	
DA No. (if applicable)			

Part 4: Application

- For levels and supervision fee refer to Council's fees and charges.
- Construction of any kind (including excavation) must be carried out by contractors authorised by Council.
- The standard residential driveway crossing width is 3 metres.
- Note that under exceptional circumstances no more than one vehicular access is permitted per dwelling.

I / we hereby apply for driveway levels at the above address for the purpose of:

◯ Having a new driveway crossing slab constructed	◯ Having an existing driveway crossing slab re-constructed

Street access from	
Width of driveway crossing	

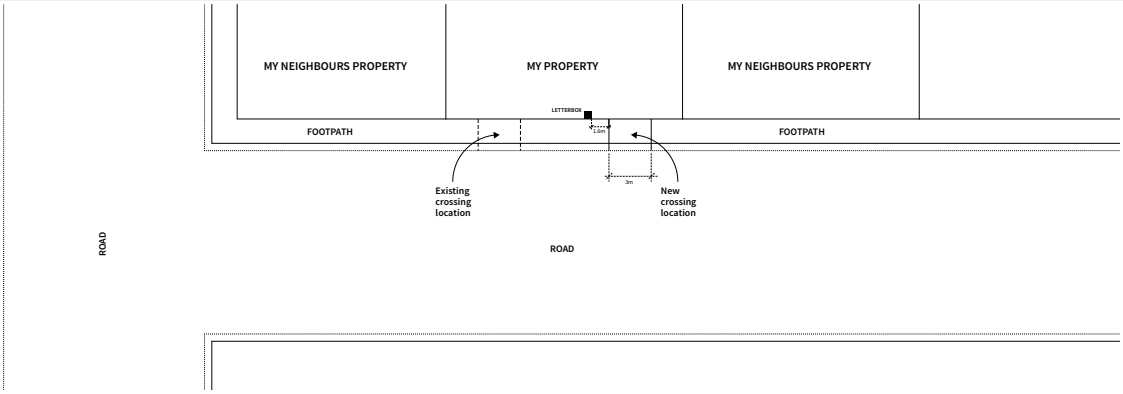
Driveway crossings shall be constructed with plain broom finished concrete, or approved equivalent. All cosmetic/decorative treatments, including but not limited to, asphalt, paved, coloured, exposed aggregate, stamped, stencilled and post construction treatments are prohibited. Failure to comply with this requirement may result in demolition of the crossing and reconstruction of the crossing to Council standard, with all costs borne by the applicant.

Part 5: Site Sketch

CONSTRUCTION MUST NOT ENCROACH BEYOND SIDE BOUNDARY WITHOUT PERMISSION OF ADJOINING OWNER

- Use the space below to sketch the location of new vehicular footpath crossing(s).
- Provide as much detail as possible and include dimensions to property fences, buildings or other fixed objects.
- Copies of reduced DA plans may be attached to the application in lieu of a sketch.
- Note: indicate significant trees on nature strip. If removal of trees is proposed, applicant will need approval of Tree Preservation Officer.

Example



Sketch

Part 6: Signatures and Consent

PLEASE PROVIDE OWNER'S CONSENT IF YOU ARE SUBMITTING THIS APPLICATION ON BEHALF OF THE PROPERTY OWNER.			
Applicant Signature		**Owner's Consent Signature**	
Name		**Name**	
Date		**Date**	

Part 7: Lodgement Details (Office use only)

WORK REQUIRED	
Remove	◯ Kerb _____m
	◯ Gutter _____m
	◯ Gutter Crossing _____m
	◯ Foot Paving _____m x _____m wide
	◯ Footpath crossing slab _____m long x _____m wide x _____m wide
	◯ Other

CONSTRUCT Please tick where applicable	
Remove	◯ Kerb _____m
	◯ Gutter _____m
	◯ Gutter Crossing _____m
	◯ Foot Paving _____m x _____m wide
	◯ Footpath crossing slab _____m long x _____m wide x _____m wide
	◯ Other
General remarks	
Inspected by	
Date	

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Credit Card Details			
Please charge my	◯ Mastercard	◯ Visa	◯ American Express
Amount	$		

Name as appears on card	
Card Number	
Expiry Date	

Signature	
Daytime Phone Number	
Date	

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only	
Application No.	

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