



**Made under the Roads Act 1993, Section 138**

If you need help lodging your form, contact us		Office use only		
<b>Email</b>	council@northernbeaches.nsw.gov.au	<b>Form ID</b>	4028	
<b>Phone</b>	1300 434 434	<b>TRIM Container</b>	C000971	
<b>Customer Service Centres</b>	<b>Manly</b> Town Hall, 1 Belgrave Street Manly NSW 2095	<b>Dee Why</b> Civic Centre, 725 Pittwater Road Dee Why NSW 2099	<b>Last Updated</b>	June 2019
	<b>Mona Vale</b> 1 Park Street Mona Vale NSW 2103	<b>Avalon</b> 59A Old Barrenjoey Road Avalon Beach NSW 2107	<b>Business Unit</b>	Natural Environment & Climate Change
			<b>Application No.</b>	SL20 /
			<b>Receipt No.</b>	

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

<b>When is an application for driveway levels required?</b>
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 <i>Application for works to be approved within Council roadway</i> (if associated with a development application) or the <i>Application for a Minor Encroachment on a Road Reserve form</i> (if not associated with a development application).
<b>About this application form</b>
The construction of a driveway must be undertaken by an Authorised Contractor. A list of contractors authorised by Council is available at <a href="http://northernbeaches.nsw.gov.au">northernbeaches.nsw.gov.au</a> 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

<b>FEE DESCRIPTION</b> (An application fee and inspection fee is charged for all applications) <b>Alternate</b>	<b>FEE AMOUNT</b> <b>(Please Tick)</b>
<b>Select one of the following application fees</b>	
Application Fee for Driveway Profiles – not associated with development consent <b>or</b> , Application Fee for Driveway Profiles – in association with development consents	<b>\$184.60 or,</b> <b>\$427.50</b>
<b>Select one of the following final formwork inspection fees</b>	
Residential – Formwork and final inspections for driveways not associated with development consent (2 inspections) <b>or</b> ,	<b>\$312.85</b>
Residential – Formwork and final inspections for driveways in association with development consent (2 inspections) <b>or</b> ,	<b>\$370.15</b>
Residential – Formwork and final inspections for driveways which require structural assessment (2 inspections) <b>or</b> ,	<b>\$498.40</b>
Non-Residential – Formwork and final inspections for driveways including structural assessment (2 inspections)	<b>\$741.35</b>
<b>Total Fees Due</b>	<b>\$</b>

## Part 2: Applicants Details

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

## Part 3: Property Details

<b>Please tick</b>	<b>Residential</b>	<b>Commercial</b>	<b>Multi-residential</b>
<b>Street Address</b>			
<b>Suburb</b>		<b>Postcode</b>	
<b>DA No. (if applicable)</b>			

## Part 4: Signatures and Consent

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

## Part 5: 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**

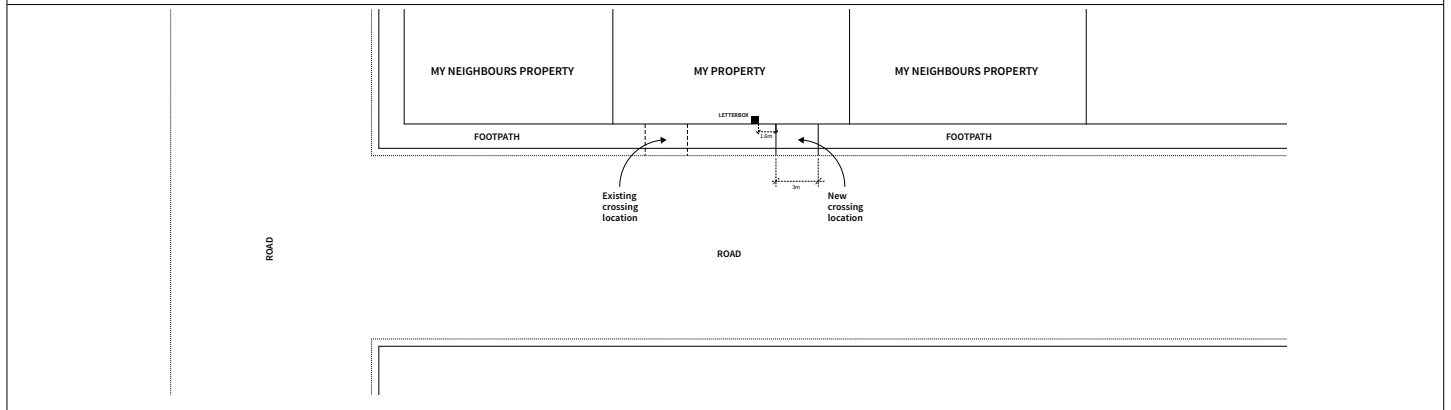
Driveway crossings shall be constructed with plain broom finished concrete, or approved equivalent. All cosmetic/decorative treatments, including but not limited to, asphalt, paved, coloured, exposed aggregate, stamped, stencilled and post construction treatments are prohibited. Failure to comply with 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 6: 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**

Blank space for the applicant to provide their own site sketch.

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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ACCORDING TO PROCEDURES**

Credit Card Details			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> 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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