

# Application for Driveway Access Crossing

You must use this application form if you want to:

- Construct a new or structurally modify a private driveway on a public road. This includes construction of private property access over a public footpath, nature strip or roadside verge.
- Construct or modify kerb and gutter or footpath paving on a public road or road reserve.
- Approval is required from council ONLY if a vehicular crossing falls within the Council road reserve.

**Application fee of \$25.00 (GST incl.)** is payable per application.  
Please see the payment information at end of form.

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**OFFICE USE ONLY**

Receipt No \_\_\_\_\_

Amount \$ \_\_\_\_\_

Date \_\_\_\_\_

Received by \_\_\_\_\_

## Applicant Details

Company/Organisation

\_\_\_\_\_

Contact Person

\_\_\_\_\_

Postal Address

\_\_\_\_\_

Town

\_\_\_\_\_

Postcode

\_\_\_\_\_

Email Address

\_\_\_\_\_

Telephone

\_\_\_\_\_

## Contractor Details

Contractor's Name *(if different from above)*

\_\_\_\_\_

Contact Person *(if company/organization)*

\_\_\_\_\_

Postal Address

\_\_\_\_\_

Town

\_\_\_\_\_

Postcode

\_\_\_\_\_

Email Address

\_\_\_\_\_

Telephone

\_\_\_\_\_

## Property Details

Lot No

\_\_\_\_\_

Section No

\_\_\_\_\_

DP No

\_\_\_\_\_

Parish

\_\_\_\_\_

Street No

\_\_\_\_\_

Street Name

\_\_\_\_\_

Town

\_\_\_\_\_

Postcode

\_\_\_\_\_

If you have previously lodged a development application for works on this land, please insert the Development Application / Consent No. below:

DA Number

\_\_\_\_\_

## Locality Sketch

Please draw a sketch indicating the below:

- Street
- nearest cross streets
- the plant (vehicle, machinery etc) is to stand and be operated, and
- the footpath/ road way to be affected.

Include adjacent properties in the sketch and the nearest cross street. **Traffic Control/ Management Plans** for the proposed work must be attached.

### **Agreement** *(please read & sign)*

I, the undersigned, apply for permission to construct a new or structurally modify or replace a private driveway set out above. I have read the Driveway Specification that is attached with this application and agree to comply with them. I understand that failure to meet any of the conditions can result in the immediate cancellation of the permit and recovery of any associated costs.

**Applicant Name**

**Applicant Signature**

**Date**

## Lodgement Details

You can lodge the completed application by:

**Mail:** PO Box 420, Moree NSW 2400

**In Person:** Level 2, 30 Heber Street Moree NSW 2400

**Email:** council@mpsc.nsw.gov.au

**Fax:** 02 6752 3934

**What Now:** After your application has been received it will be processed within 7 working days.  
For further information regarding your application please contact us by:

**Telephone:** 02 6757 3222

## Privacy & Personal Information Protection Notice

**Purpose of Collection:** To obtain approval for a Driveway Access Crossing.

**Intended Recipients:** Council Staff and approved contractors of Moree Plains Shire Council.

**Supply:** Section 138 of the *Roads Act 1993* requires Council consent for works on Road Reserves (local roads) which includes driveways.

**Access/Correction:** Contact Moree Plains Shire Council to access or correct this information.

**Storage:** Moree Plains Shire Council, Level 2, 30 Heber Street Moree NSW 2400.

## Payment

Payment in Person

Payment by Cheque—Amount \$ \_\_\_\_\_ payable to Moree Plains Shire Council

Payment by Credit Card       Mastercard       Visa

Amount \$ \_\_\_\_\_ Name on Card \_\_\_\_\_

Expiry Date \_\_\_/\_\_\_/\_\_\_ Signature of Cardholder \_\_\_\_\_

*Please Note: We do not accept AMEX or Diners Club cards.*

Payment by Direct Deposit

**BSB:** 062574

**Account Number:** 00001239

Moree Plains Shire Council

### Further Information

Moree Plains Shire Council  
Level 2, 30 Heber Street  
PO Box 420  
MOREE NSW 2400  
Tel: 02 6757 3222  
Fax: 02 6752 3934  
council@mpsc.nsw.gov.au