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S.68 Application - Ancillary Activities

Activities under Parts A, D, E & F
 Under the Approvals Table S.68 of the *Local Government Act 1993*

Office Use Only			
Certificate No. :		Applicable Fee**:	005
Assessment No. :		Cashiers Initial :	
Receipt Number :		Date of Receipt :	

** Multiple activities can be applied for under one application form. A single fee (highest fee) is charged for multiple activities.

All associated fees are listed in Council's current Operational Plan.

Privacy Notification: In completing this form you will be prompted to supply information that is personal information this information is collected under the *Privacy and Personal Information Act 1998*. The supply of this information is voluntary. If you cannot provide, or do not wish to provide, the information sought Council may be unable to process your request. Council requires the provision of the owner/s name and address with signature/s to verify owner/s permission for the lodgment of this Application. Glen Innes Severn Council is required under the Privacy and Personal Information Act 1998 to inform you about how your personal information is being collected and used. If you require further information please contact Council's Department of Development, Planning and Regulatory Services on (02) 6730 2350.

Indicates to please tick (where appropriate).

APPLICANT'S DETAILS

Title: Mr Mrs Miss Ms Other

Name: _____

Address: _____

Mobile: _____ Home: _____

Email: _____ Fax: _____

- I/we apply for consent to carry out the activity/development described in this application.
- I/we consent to Council copying this application, and any supporting materials, for the purpose of obtaining public comment.
- I/we declare that all the information is true and correct. I/we also understand that if the information submitted with this application is incomplete the application may be delayed or rejected, or more information may be requested.
- I/we acknowledge that if the information provided is misleading any approval granted may be void.
- I/we accept that council cannot be held liable for delays in processing arising out of inadequacies in the material submitted in support of this application.
- I/we further agree to undertake to pay any fee, charge or contribution associated with the activity/development as per Council's current Operational Plan.
- I/we agree to pay additional fees if a re-inspection is required as per the result of work being incomplete or defective or for any inspections additional to those listed on the schedule where the schedule inspections require more than a single visit.
- Council is authorised to enter the property for the purpose of carrying out inspections and to take photographs or samples in relation to the exercising of its powers under the relevant Acts, Regulations and Policies. Council is indemnified against any claims that may arise from the entry and carrying out of such functions.
- At least 48 hours' notice will be given to Council of any required inspections.
- Work Health & Safety Acts and Regulations and related safety codes of practice are adhered to. Persons in control of the site recognise their duty of care under the WHS Act in regard to the safety of persons at the worksite, those visiting and public near to the site.
- All correspondence relating to this application will be sent to the address above and any contact with Council Officer is limited to the applicant unless permission is otherwise given.

Signature: _____ Date: _____

OWNER/S CONSENT

Name/s or Company:

Address:

Mobile: Home:

Email: Fax:

Signature/s: Date:

Crown Land: Yes / No (please circle) **Please attach Authority (letter of consent)**

PROPERTY IDENTIFICATION

Lot: Section: DP:

Street No: Street: Town:

Special Access Requirements (eg. Locked Gate, Dogs, etc):

APPROVALS

Listed below are the most common S.68 Approvals, however this form can be used to apply for any S.68 Approval under Parts A, D, E & F. Please see the last page of this Application Form for a detailed list of the types of Section 68 Approvals.

Each following Part contains a list that indicates the minimum required additional information that must be provided.

PART A (Structures): (Provide details in Part 1)

Install a manufactured home (A1)

PART E (Public Roads): (Provide details in Part 3)

Articles in/over the footpath (E2)

PART D (Community Land): (Provide details in Part 2)

Engage in a trade or business (D1)

Engage in busking activities (D4)

Use a sound amplifying device (D5)

PART F (Other Activities): (Provide details in Part 4)

Install or operate an amusement device (F5)

Use a standing vehicle to sell articles in a public place (F7)

Carry out other activities under the Regulation (F10)

Other Activity/s:

PART 1 (Structures)

Install a manufactured home or movable dwelling **ONLY**

Install a manufactured home or movable dwelling and associated structures

Builder (Manufacturer) Details:

Name/Company:

Postal Address:

Mobile: Email:

Builders License Number:

Estimated Cost of Works:

NOTE: The Estimated Cost must include the total cost of the development, labour and materials or the contract price including GST. If more than one structure is proposed, provide a cost for each structure. Council refers to Ralston's Building Cost Guide to determine minimum estimated value of works.

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Required Information:

Manufacturer plans including structural certificate/specification and engineering for footings.

Site Plan (as per Council's Application Checklist).

Details of any proposed associated buildings/structures (garage, decks etc).

Compliance plate details from manufacturer.

PART 2 (Community Land)

- Engage in a trade or business Engage in busking activities Use a sound amplifying device

Time and Duration of Event:

Date/s: Operating Hours:

Description of Activity:

Number of Food and Drink Stalls: Number of General Business Stalls:

- Erection of Tents, Marquees or Booths comply with the Exempt Requirements of the *State Environmental Planning Policy (Exempt and Complying Development Code) 2008*. If not, a **Development Application** is required.

Required Information:

- Site Plan (proposed location of each activity, stall, any amenities on site, proposed fencing, etc). Copy of current Local Council approval and acceptable NSW Food Safety Supervisor Certificate.
- Copy of Public Liability Insurance - \$20M with Council listed on certificate. Letter of approval from shop / business you wish to operate outside off.

PART 3 (Public Roads)

- Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road

Operation of Activity:

- On-going activity One-off activity

Trading Details:

Days: Hours:

Additional Information (if required):

Required Information:

- Details of any proposed structures (Temporary or Permanent), including any engineering and architectural design plans. Copy of Approval if required under Section 138 of the *Roads Act*.
- Copy of Public Liability Insurance - \$20M with (Council listed on certificate). Scaled Site Plan (and signed engineered plans if applicable).

PART 4 (Other Activities)

- Install or operate amusement device ** Use a standing vehicle for the purposes of selling any article in a public place
- Carry out an activity prescribed by the regulations or an activity of a class or description prescribed by the regulations

Operation Details:

Start date/time: Finish date/time:

Additional Information (if required):

Required Information:

- Details of any proposed structures and / or vehicles - Temporary or Permanent. Copy of current Local Council approval and acceptable NSW Food Safety Supervisor Certificate.

**** NOTE: Additional paperwork/forms will be required for amusement devices. Please contact Council's Building and Environmental Health Officer to discuss further.**