

Section 68 Activity Approval

Local Government Act 1993

Supplementary Information and Checklist

| APPLICATION DETAILS | | |
|---|--|----|
| Applicant's Name | | |
| Address of Development | | |
| Description of Development | | |
| Type of Activity Approval (Section 68 <i>Local Government Act 1993</i>) | Part B4 - Carry out (private internal) sewerage work | |
| | Part B5 - Carry out (private internal) stormwater work | |
| | Part B4 - Carry out (Council Infrastructure) sewerage work | |
| | Part B5 - Carry out (Council Infrastructure) stormwater work | |
| | Part F4 - Install a domestic oil or solid fuel heating appliance | |
| | Part A1 - Install a manufactured home, moveable dwelling or associated structure | |
| | Part F2 - Operate a caravan park or camping ground | |
| | Part F3 - Operate a manufactured home estate | |
| Have you applied for a Development Application (DA) at the same time as this Section 68 Activity Approval Application? | Yes | No |

COMPLETE AND SUBMIT THIS CHECKLIST WITH YOUR APPLICATION

Please ensure that you have completed this checklist prior to uploading this document to the Planning Portal as part of your application.

Please ensure that you have also uploaded all necessary documentation (plans, reports, etc.) with your application as outlined on page 3 of this checklist.

By providing all information required under this checklist, you will ensure that any potential delays in the processing and assessment of your application are minimised.

LODGE YOUR APPLICATION VIA THE NSW PLANNING PORTAL

From 1 July 2021 all Section 68 Activity Approval applications to Wagga Wagga City Council need to be lodged via the NSW Planning Portal. This online tool allows you to lodge applications anywhere, anytime and without the need for paper.

Click [here](#) to view further information on the lodgement process.

PROVIDE DELEGATED AUTHORITY IF REQUIRED

If you would like Council to liaise with another person in relation to the details of this application, please provide their contact information and your authorisation below.

I authorise the following person/company to act on my behalf in relation to all applications under this form.

| | |
|---------|--|
| Name | |
| Company | |
| Phone | |
| Email | |

ADDITIONAL INFORMATION REQUIRED FOR PART B4 AND B5 APPLICATIONS FOR PRIVATE INTERNAL PLUMBING WORKS ONLY**Work Details** *(NOTE – required for private internal works only)*

| | |
|--------------------------------|---|
| Type of work | Residential - Number of new dwellings/units |
| | Commercial/Industrial |
| Number of Fixtures | |
| Estimated cost of works | |

Plumber Details *(NOTE – required for private internal works only)*

Approval documentation will need to be forwarded to the nominated plumber prior to works commencing

| | |
|--------------------|--|
| Name/Company | |
| Licence number | |
| Postal address | |
| Suburb & Post Code | |
| Phone/Mobile | |
| Email | |

ADDITIONAL INFORMATION REQUIRED FOR PART F4 APPLICATIONS FOR SOLID FUEL HEATER APPLICATIONS ONLY**Work Details**

| | |
|--|--|
| Type of work | Installation in Dwelling/structure yet to be constructed |
| | Installation in existing Dwelling/structure |
| Number of Solid Fuel Heaters to be installed | |
| Make & Model of Solid Fuel Heater to be Installed | |
| Estimated cost of works | |

Installer Details

Approval documentation will need to be forwarded to the nominated installer prior to works commencing

Name/Company

Licence number

Postal address

Suburb & Post Code

Phone/Mobile

Email

NEED FURTHER INFORMATION?

Enquiries relating to the operation of the Planning Portal should be directed to:

Service NSW – Telephone 1300 305 695

For other enquiries, please contact Council's Customer Service Team:

Phone us on 1300 292 442

Visit us at Civic Centre Cnr Baylis St & Morrow St Wagga Wagga

Hours 8:30am to 5pm Monday to Friday

| DOCUMENT MATRIX | | |
|--|---|---|
| Type of Activity Approval (AA) (Section 68 <i>Local Government Act 1993</i>) | Required Documentation Click here for further information on required Activity Approval (AA) documents | Applicant to Complete Document Uploaded to Portal |
| Part B4 - Carry out (<u>private internal</u>) sewerage work NOTE – Provide additional information required on Page 2 of checklist | Pipe Work Details and Layout | |
| Part B5 - Carry out (<u>private internal</u>) stormwater work NOTE – Provide additional information required on Page 2 of checklist | Pipe Work Details and Layout | |
| Part B4 - Carry out (<u>Council Infrastructure</u>) sewerage work | Sewerage Design Plan | |
| Part B5 - Carry out (<u>Council Infrastructure</u>) stormwater work | Stormwater Design Plan | |
| Part F4 - Install a domestic oil or solid fuel heating appliance | Floor Plan (showing location of proposed heating appliance) | |
| | Heating Appliance Details (including flue kit details) | |
| | Certificate of Compliance for Flue System to show that the flue meets Australian Standards | |
| | Certificate of Compliance for Solid Fuel Heater to show the heater meets Australian Standards | |
| Part A1 - Install a manufactured home, moveable dwelling or associated structure | Plans and Elevations | |
| | Building Specifications | |
| | Structural Engineering Certificate | |
| Part F2 - Operate a caravan park or camping ground | Site Plan | |
| | Caravan Park (or Camping) Operation Document | |
| Part F3 - Operate a manufactured home estate | Site Plan | |
| | Manufactured Home Estate (MHE) Operation Document | |

The matrix identifies the minimum information (plans and supporting documents) required. The matrix is a guide only and Council reserves the right to request additional information as necessary.