

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	<input type="checkbox"/> Residential - Number of new dwellings/units <input type="text"/>
	<input type="checkbox"/> 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	

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) <i>(Section 68 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)	
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.