

# Activities Approval Application Form

(Including applications to modify or review Activity Approval)

Section 68 Local Government Act 1993

**Privacy and personal information protection notice:** The personal information provided is collected for the purpose of processing this application. Access is limited to Council employees and other authorised persons. Supply of the personal information is legally required and non-supply could cause delay or inability to proceed in the processing of this application. The personal information will be stored in Council's systems.

- Note:** 1. All details must be legibly printed or typed written in ink  
2. Failure to complete the form and supply the required information will result in delays.

## OFFICE USE ONLY

AA No:

Date:

CSO:

## Applicant Details

Title  Name  Surname

Company  ABN

Postal Address  Post Code

Phone  Mobile  Work

Email  Fax

Do you consent to Council emailing you all documentation relating to the subject application(s) including notice of determination, plans and all other related correspondence? By ticking yes, you consent to no hard copy paper based documentation being provided to you.  Yes  No

## Subject Land

(details of land where activity is proposed)

Address  City

Legal Description (Lot & DP)

## Type of Application Applied For

(see Attachment A)

New Application (Attachment A must be completed and attached to this application)

Modification to Current Activity Approval – Application Number

Review of Determination of Activity Approval – Application Number

## Description of Activity (or modification) Being Carried Out

Total cost of Building &/or  
Plumbing Works

\$

## Staged Development

Will the development be completed in stages?

If yes, describe

## Development Consent

Are there any Development Consents relevant to this proposal?

If yes, identify the Development Application number

## Applicant's Declaration

I apply for approval to carry out the activity described in this application, and I declare that to the best of my knowledge and belief, the information supplied is correct and complete. I also understand that:

- Personal information, provided on/with this application will be available to be accessed by the Public pursuant to the LG Act. The subject Act permits members of the public to obtain extracts of the application and of certain accompanying documentation.
- One copy of plans and specifications submitted with this application become the property of the Council.

Applicant's Signature: \_\_\_\_\_

Name if not the Applicant

Capacity if not the Applicant

## Consent of ALL owner(s) of the subject property

As the owner(s) of the property(s) to which this application relates, I/we consent to this application being made and also given authority for Council officers to enter the site to carry out inspections in relation to this application.

Name  Signature \_\_\_\_\_

Company and position (if applic.)

Name  Signature \_\_\_\_\_

Company and position (if applic.)

Name  Signature \_\_\_\_\_

Company and position (if applic.)

**ASIC register search provided for company ownership providing proof of company officers (visit <http://asic.gov.au>)**

### Notes:

- If there is more than one landowner, every owner must sign.
- For company ownership, the following company officers must sign and must be accompanied by ASIC register search providing proof of company officers (visit <http://asic.gov.au>):
  - a) two (2) directors of the company; or
  - b) a director and a company secretary of the company; or
  - c) for a proprietary company that has a sole director who is also the sole company secretary – that director.
- Owners Corporation (Strata plan) – refer to requirements detailed on Pages 12 & 13 of DA guide.
- Refer to requirements detailed on Pages 12 & 13 of the DA guide for other forms of ownership or where the site is in the process of changing hands or has changed hands in the past six months.
- If the proposed works affect a joint wall or fence, consent of both property owners is required.