



BELLINGEN SHIRE COUNCIL

ABN: 26 066 993 265
P O Box 117, BELLINGEN NSW 2454
Administration Office: 02 6655 7300
www.bellingen.nsw.gov.au

Office Use Only

Application for Road Closure (Permanent)

Roads act 1993

Privacy The personal information provided may be available for public access and/or disclosure under various
Notice: NSW Government legislation. For further information please contact Council's Operations.

1. Details of the applicant

It is important that Council is able to contact you if more information is required. Please give as much detail as possible.

Mr Ms Mrs Dr Other:

Given name/s	Surname	
<input type="text"/>	<input type="text"/>	
Company/organisation	ABN	
<input type="text"/>	<input type="text"/>	
Postal address		
<input type="text"/>		
Suburb or town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Daytime telephone	Fax	Mobile
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address		
<input type="text"/>		

2. Particulars of land held by applicant

House No.	Street		
<input type="text"/>	<input type="text"/>		
Suburb or town	State	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Portion / Lot No.	Section	DP/SP No.	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Parish (Rural Only)			
<input type="text"/>			

3. Details of proposed road to be closed

Name and Location of Road to be closed

<input type="text"/>
<input type="text"/>
<input type="text"/>

OFFICE USE ONLY

Date received Application fee (if applicable) Receipt No.

3. continued

Description of the physical nature of the section of road to be closed.

Purpose or reason for closure / intended use

4. Agreement by adjoining owners

OWNER 1

Given name/s

Signature

Address

Portion / Lot No.

Section

DP/SP No.

OWNER 2

Given name/s

Signature

Address

Portion / Lot No.

Section

DP/SP No.

OWNER 3

Given name/s

Signature

Address

Portion / Lot No.

Section

DP/SP No.

SCALE

The site plan shall include:

- a. the location of adjoining properties;
- b. the location, boundary dimensions, site area and north point of the land;
- c. the existing public utilities on the land;
- d. the location and uses of any buildings or structures encroaching on the land; and
- e. the location and uses of buildings on sites adjoining the land;
- f. a survey plan should be provided where available.

6. Applicants check sheet

Page 4

This information check sheet is to be completed for Council's records by all applicants for road closures and to be lodged with every road closure application.

	Yes	No	NA
1. All information on page 2 of this road closure form being completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Site plan/sketch completed showing relevant information drawn at or reduced to A4 size (page 3 of this form). (Ident Survey required in some circumstances).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Payment of preliminary investigation fee (Council fee only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Agreement of adjoining owners (evidence in writing is required) (page 4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Applicable fees and charges

To view the applicable fees and charges associated with this application please refer to Council's adopted fees and charges at www.bellingen.nsw.gov.au/fees-and-charges

8. Privacy and personal information protection notice

- this information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- your information may comprise part of a public register related to this purpose;
- your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- your personal information can be accessed and corrected at any time by contacting this Council.

9. Applicant's Signature/s

- This application does not constitute any form of a contract or guarantee that the road will be sold and closed.
- That the final approval on closure will be granted by the Minister for lands.
- If objections are received it is the responsibility of the applicant to resolve said objections.
- Should the closure not proceed any fees paid will NOT be refunded.
- That all professional costs such as surveyors, legal and valuer's will be payable the applicant.
- The applicant agrees to consolidate the lot with adjoining lot at the end of the closure process.
- That all the information given is true and correct.

Disclaimer: I understand the above application is a voluntary action and that the proposed process can take a significant amount of time. Once the application has passed through council onto CROWN LANDS it is controlled by CROWN LANDS process frame work and resolution may take up to and in excess of 2 years.

Signature/s : Date:/...../.....