



# Non-Standard Driveway Crossing Application

(Note: Only use this form to apply for a non-standard driveway approval. Refer to Council's Specification for the applicable design criteria [here](#).)

## Office Use Only

Application Number

File Number

## Part 1 – Property Details

Unit/Street No

Street

Suburb/Town

Post Code

Lot No

Deposited Plan

## Part 2 – Design Requirements

Please advise below the reasons for submitting an application for a non-standard driveway:

- I am requesting a second driveway for the property.
- I wish to construct two (2) or more driveways (e.g. driveways serving developments involving more than one dwelling i.e. dual occupancy, secondary dwellings, multi unit housing etc).
- I wish to widen my existing driveway.
- I cannot achieve the standard driveway crossing grades contained within Council's specifications and standard drawings.
- I cannot achieve required clearance to any existing infrastructure (i.e. pram ramps, kerb inlet pit, stormwater connections, light poles, street trees, Service Authority Infrastructure).
- I am applying for Industrial/Commercial Crossover.
- Other - works must be described within 'Description of Proposed Works' below.

## Part 3 – Description of Proposed Works (including plans)

Please provide a brief description of the works associated with this application:

|  |
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|  |
|  |
|  |
|  |
|  |

## Part 4 – Are the Works Associated with a Current Development Application?

Yes

Consent Number

Date Issued

No

No – It is required before a Complying Development Certificate can be issued (Construction/Re-construction of a driveway)

## Part 5 – Public Liability Insurance

Contractor's Licence Number (if known)

Copy of Public Liability Insurance attached

**Note:** Licence and Insurance details are not mandatory at the time of lodgement but must be provided prior to commencing works.

## Part 6 – Owners Consent

Title

Given Name(s)

Family Name

Organisation/Company Name (if applicable)

AEN/ACN

Address

Phone Number

Email

Owner's Signature and Capacity (Owner, Director, Company Secretary etc)

Date

Owner's Signature and Capacity (Owner, Director, Company Secretary etc)

Date

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Date

**NOTE:** If there is insufficient room above you can provide a signed letter from the respective owners consenting to the lodgement of the application.

If the site is owned by multiple persons, organisations or companies, each must provide owner's consent.

If a company owns the site, the owner's consent must be provided from either two directors or a director and a company secretary of the company. If the company is a proprietary company that has a sole director, that sole director must provide owner's consent.

If a Power of Attorney has been granted authorising a person to sign on the owner's behalf, a certified copy of the Power of Attorney must be provided.

If the site is strata titled and a development involves any common property on the site, owner's consent from the Strata Body Corporate must be provided in addition to the site owner's consent.

If the property has only recently been purchased, Council's records may still identify the previous site owner. In this circumstance a letter from your conveyancer or solicitor stating that you are now the owner of the site must be provided.

## Part 7 – Applicant Details

Title

Given Name

Family Name

Organisation/Company Name (if applicable)

Address

Suburb

Post Code

Phone Number

Email

### Applicant Declaration

I the undersigned, formally apply for approval to construct a Vehicle Crossing in accordance with the Council Specifications, Standard Drawings, Environmental and other applicable legislation relating to this application. The owner(s) (if different from the applicant) of the above property has consented to the lodgement of this application to Camden Council.

Signed (Applicant)

Date

## Part 8 – Information Delivery Options

Mailed

Left at Camden Council for collection

Emailed to:

## Part 9 – Payment Details

|  | Account Number                   | Fee | Date | Receipt |
|--|----------------------------------|-----|------|---------|
| <b>Fee Details<br/>(Office Use Only)</b> | NDRIV or Commercial/Industrial   |     |      |         |
|  | Additional Formwork / Inspection |     |      |         |

Payment Method (Please tick preference):

- Over the phone** – a member of our Customer Relations Team will call you to take your credit card payment when processing your application/request. Payment name and contact:

Contact Name \_\_\_\_\_

Contact Number \_\_\_\_\_

- Via Mail** – Please attach cheque or money order to your mailed in application/request. If emailing your application/request, payment over the phone is preferred to avoid unnecessary delays, alternatively, pay in person as per below.

- In Person** – to make payment in person attend one of Council's Customer Service Hubs at:

- Camden Council (main office) – 70 Central Avenue, Oran Park
- Camden Library
- Narellan Library

Payment methods include cash, cheque, money order, EFTPOS and credit cards

**Note: All credit card transactions have a .76% Merchant Service Fee applicable**

70 Central Avenue, Oran Park NSW 2570 PO Box 183, Camden NSW 2570 Phone (02) 4654 7777

Email: [mail@camden.nsw.gov.au](mailto:mail@camden.nsw.gov.au)

Website: [www.camden.nsw.gov.au](http://www.camden.nsw.gov.au)