Infrastructure Works on Council Roadway 2026/2027

Northern Beaches Council

Application for the approval of infrastructure works (works other than minor encroachments) on a Council roadway made under the Roads Act 1993 Section 138 and 139.

If you need help lodging your form, contact us			
Email	council@northernbeaches.nsw.gov.au		
Phone	1300 434 434		
Customer Service Centres	**Manly** Town Hall, 1 Belgrave Street, Manly NSW 2095	**Dee Why** Civic Centre, 725 Pittwater Road, Dee Why NSW 2099	**Mona Vale** 1 Park Street, Mona Vale NSW 2103

Office use only	
Form ID	4025
TRIM Ref.	C000978
Last updated	May 2026
Business unit	Environment & Resilience
Application no.	s 1 3 8 a 2 0
Receipt no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Payment options	
In person	Visit the Customer Service Centre (listed above) to apply with supporting documentation
Via post	Send the completed application form and cheque payment to: Northern Beaches Council, PO Box 82, Manly NSW 1655. Please allow extra time for this option.
Via email	Send the completed application form to council@northernbeaches.nsw.gov.au and we will call you for payment. Please allow extra time for this option and note the application is not assessed until payment is received.
Note: 0.5% payment card surcharge applies to both credit/debit card payments until 1 October 2026.	

Part 1: Applicant details

Title	Mr ◯ Mrs ◯ Ms ◯ Other:		
First names			
Last names			
Company name *(attach business card if relevant)*			
Address *(all letters to be sent here)*			
		Postcode	
Phone		Mobile	
Email			

Part 2: Site details

Unit/house number		Street			
Suburb				Postcode	
Legal property description - We need this to correctly identify the property					
Lot + DP/SP number		DA/CDC (if applicable)			
Description of proposed infrastructure works on Council roadway					
Cost of infrastructure works on Council roadway					

Part 3: Fees for application

Cost of infrastructure works on Council roadway (to the nearest dollar)	
$0 to $50,000	$1,650
$50,001 to $250,000	$2,172
$250,001 to $1,000,000	$3,552
$1,000,001 or greater	$4,245
Re-submission of engineering plans - per application	$918

Inspections (including reinspections) may be charged at a rate of $694 per inspection at the time of requested inspection.

Part 4: Owner(s) consent

Every owner of the land must sign this form

Owner(s) name (please print)			
Owners address			
Suburb		Postcode	
As owner(s) of the land to which this application relates, I/we consent to this application. I/we also consent for authorised Council officers to enter the land to carry out inspections relating to this application. I/we accept that all communication regarding this application will be through the nominated applicant(s)			
Signature (s)		Date	

Part 5: Checklist

Required	Supplied
A list of documents accompanying the application	Yes
Survey Plan (refer to DA application form and checklist for details)	◯
Civil engineering plan and supporting calculations	◯
Engineers Certification or Registered Engineers Certification when required (In accordance with the Design & Building Practitioners Act)	◯

Council reserves the right to refuse applications if the appropriate supporting documents are not provided at lodgment.

Part 6: Declaration

The completed checklist must be submitted with this application and all accompanying documentation sought.

Please see Part 3 for requirements for companies or units under strata or company title.

I/We declare that all the information in the application and checklist is, to the best of my/our knowledge, complete, true and correct.

I/We also understand that if the information is incomplete the application may be delayed or rejected or more information may be requested.

Further, I/We also certify that the engineering plans submitted in support of this application are fully compliant with the following (where applicable):

- Relevant Development Consent, and
- Northern Beaches Water Management for Development Policy
- Council's Development Engineering Minor Works Specification, and
- Council's AUS-SPEC #1

Signature		Date	