



If you need help lodging your form, contact us		Office use only	
<b>Email</b>	council@northernbeaches.nsw.gov.au	<b>Form ID</b>	2037
<b>Phone</b>	1300 434 434	<b>TRIM Ref</b>	C001680
<b>Customer Service Centres</b>	<b>Manly</b> Townhall, 1 Belgrave Street Manly NSW 2095	<b>Dee Why</b> Civic Centre, 725 Pittwater Road Dee Why NSW 2099	<b>Last Updated</b> October 2020
	<b>Mona Vale</b> 1 Park Street Mona Vale NSW 2103	<b>Avalon</b> 59A Old Barrenjoey Road Avalon Beach NSW 2107	<b>Business Unit</b> Environmental Compliance
		<b>Application No.</b>	
		<b>Receipt No.</b>	

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

**Note: Applications received after 3pm will not be processed until the following working day.**

## Part 1: Applicant Details

It is important that we are able to contact you if we need more information. Please give us as much detail as possible.			
<b>Title</b>	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other		
<b>Full Family name</b>			
<b>Full Given names</b>			
<b>Name of Company/Business</b>			
<b>Postal Address</b> (we will post all letters to this address)			
<b>Phone</b>		<b>Alternate</b>	
<b>Mobile</b>		<b>Facsimile</b>	
<b>Email</b> (Approvals subject to urgency fee will generally be issued by email)			
<b>Contact</b>			

## Part 2: Address of Property

<b>Unit No.</b>		<b>Street No.</b>	
<b>Street</b>		<b>Suburb</b>	
<b>Lot No + DP/SP</b>			

### Part 3: Work(s) For Which the Permit is Sought

<b>Please describe accurately the work(s) you are seeking to carry out during the time period sought.</b>

### Part 4: Reasons for Permit

<b>The specific reason why the work cannot be undertaken during "normal" working hours including impacts to the locality. Approval will only be given for the unforeseen circumstances, safety or Public Amenity reasons. Applications, which seek approval for "out of hours work" based on the amenity or convenience concerns of the applicant or building occupants will generally not be approved.</b>

<b>What consideration has been given to minimise any inconvenience/noise/dust and or vibration impacts if there are any dwellings, churches, schools or restaurants etc. within 100m of the site.</b>

<b>What equipment is to be used?</b>

<b>How many workers will be onsite?</b>	
<b>Will there be truck movements to and from the site?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>If yes, how many?</b>	
<b>Will temporary lighting/power generators be needed for night time work?</b>	

## Part 5: Requirements

<b>Note: Your application will be rejected during the assessment process if insufficient information is given</b>			
Date of Permit Required			
Hours Sought	am/pm	to	am/pm
Development Application Number			
Current Approved Construction Hours			
Construction Certificate Application number			
Name of Private Certifier (PC) Note: One (1) permit is required for each period of the out of hours working within any 24 hour period.			
Applicant Signature			
Date			

## Part 6: Conditions to Application Notes

<ul style="list-style-type: none"> <li>It is the responsibility of the applicant to provide sufficient information to Council to enable the application to be properly considered. Failure to do so may lead to refusal.</li> <li>The applicant is to provide the details of any Construction Certificate issued under the Environmental Planning &amp; Assessment Act 1979, which authorises the work for which this Permit is required. Alternatively, they must provide an explanation as to why a CC is not necessary for the works.</li> <li>The applicant must provide reasons why the work, subject of the Permit application, cannot be carried out in normal Northern Beaches Council construction hours;             <ul style="list-style-type: none"> <li>7am - 5pm Monday to Friday (demolition work 8am to 5pm Mon to Fri)</li> <li>8am - 1pm Saturdays (no demolition work on Saturdays)</li> </ul> </li> <li>Reasons related to occupant convenience or accelerated work programs will not usually be acceptable.</li> <li>Permits will not usually be granted for work on Sundays or Public Holidays.</li> <li>The applicant must demonstrate that consideration has been given to the impact of the activity on nearby residents, businesses (especially restaurants and the like), churches or other sensitive occupations. Council must be given sufficient details to satisfy itself that the activity will not create unreasonable noise, vibration, light-spill or impact on traffic and access in the locality.</li> <li>The Applicant must describe accurately and in detail the work proposed and all associated activities.</li> <li>The applicant should allow sufficient time for their Application to be processed and plan well in advance. Where Council considers it necessary to carry out a letter box notification, this may require an additional period of 7-14 days before a Permit is issued or becomes effective. The applicant must not carry out a notification to residents or occupants unless Council has first granted a Permit.</li> <li>Urgency fees apply if a permit is required within 48 hours.</li> <li>Urgency applications must be made no later than 3pm in order to be processed the same working day.</li> <li>Conditions may be applied to permits. It is the applicant's responsibility to ensure these are adhered to. This may include requirements to notify approval, post copies of the approval and to limit noise, dust or other emissions associated with the works.</li> <li>Council reserves the right to vary the hours and or nature of works applied for. The applicant should carefully read any approved permit and familiarise themselves with the extent of the permit issued.</li> <li>Out of hours work permits are issued on a one off basis and ongoing after hours works must be subject to a formal application for variation of any relevant consent condition.</li> <li>Generally a maximum of two (2) Out of Hours work applications per month/per development.</li> <li>Failure to comply with this permit may result in the permit being revoked and a penalty notice being issued under the Environmental Planning &amp; Assessment Act 1979.</li> </ul>
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## Part 7: Fees

<b>Fee Type:</b> (please select)		
	Application Fee	\$524
	Urgency Fee required within 48 hours	\$524
	Amendment Fee	\$72

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ACCORDING TO PROCEDURES**

Credit Card Details			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card																
Card Number																
Expiry Date																

Signature															
Daytime Phone Number															
Date															

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only															
Application No.															

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