

OUT OF HOURS WORK PERMIT APPLICATION

To vary hours of work permitted by a Development Consent

One-off application to undertake construction and/or demolition work outside of hours permitted by a development consent condition.

Note: One (1) Permit is required for each variation to the approved working hours within any 24 hour period. Application for extended periods will require an amended development application.

1. DEVELOPMENT SITE (Please ensure all Lots and DP's are listed)

Address: _____

Lot No(s): _____ DP/SP No: _____ Development Application Number: _____

2. APPLICATION DETAILS

Purpose of application (e.g. concrete pour, delivery of equipment using oversized vehicles)

Date permit required: / /

Operating hours: From a.m./p.m. To a.m./p.m.

Measures proposed to minimise inconvenience:

3. APPLICANT

It is important that we are able to contact you if we need more information. Please give full details:

Mr/Mrs/Ms/Other: _____ Family name (or company): _____

Given name/s (or ABN): _____

Postal address (we will post all letters to this address): _____

Phone: _____ Mobile: _____

E-mail address (we will send all e-mails to this address): _____

Contact person (available during business hours): _____

Proceed to declaration on the next page which is required to be completed prior to lodgement.

Prerequisite Conditions

- 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 and no refund will be given.
- Fees as per Willoughby City Council document are required to be paid at lodgement.
- The applicant must provide reasons why the work, subject of the Permit application, cannot be carried out in normal Willoughby Council construction hours:
 - 7am – 5pm Monday to Friday (demolition work 8am to 5pm Mon to Fri)
 - 7am – 12pm Saturdays (no demolition work on Saturdays)
- Permits will not usually be granted for work on Sundays, Public Holidays or work prior to 6.30am and after 7.30pm weekdays or 5pm Saturdays.
- 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.
- The applicant must describe accurately and in detail the work proposed and all associated activities.
- Council must be given sufficient detail to satisfy itself that the activity will not create unreasonable noise, vibration, light spill or impacts on traffic and access in the locality.
- The applicant should allow sufficient time for their application to be processed and plan well in advance. Where Council considers it appropriate to issue a permit a letterbox drop of all neighbouring properties within 50 metres of the allotment boundaries will be required. The applicant must not carry out a notification to residents or occupants unless Council has first granted a Permit.
- This Permit may be cancelled without notice should public or residential amenity be detrimentally affected.
- A copy of any Permit must be maintained on site and produced as requested by Police or Council staff.
- Urgency fees apply if a Permit is required within 48 hours.
- Conditions will 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.
- 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.
- Out Of Hours Work Permits are issued on a one-off basis. Variation of working hours over a longer period must be subject to an amended development application to vary any relevant consent condition. These applications may require acoustic consultants reports and Council notification.
- Failure to comply with this Permit may result in the Permit being revoked and a Penalty Notice being issued under the Environmental Planning & Assessment Act 1979.

I hereby apply for an Out of Hours Work Permit and will abide by the above prerequisite conditions and any conditions of approval.

Name: _____ Signature: _____ Date: _____

OFFICE USE

Approved by: _____ Signature: _____ Date: _____

Permit No.: _____ Amount: _____ Receipt No.: _____