

# Request for Access to Community Land

## Application form

Under the Community Land Management provisions of the Local Government Act 1993, public reserves are classified community land and the Act permits the use of that land for restricted purposes that are essentially public in nature and related to community use. Council may permit occasional vehicle access across community land to privately owned properties.

The Act provides for short-term casual use of community land for any of the following purposes:

- (a) *to transport building materials and equipment required in relation to building work that is to be, or is being, carried out on land adjoining the community land.*
- (b) *to remove waste that is consequential on such work.*

For Council officers to assess your request for access across community land, please complete this application form and return to Council at **Box 1906 Hunter Region Mail Centre NSW 2310 or Email council**. If your application is approved, Council will notify you of the fees and charges. Upon receipt of payment, Council will forward an approval letter with applicable conditions. If you require further information, please contact Council on 4921 0333.

APPLICANT	
Property Owner	Builder / Contractor
Name of Applicant: _____	
Postal Address: _____ _____	
Property Address: _____ _____	
Phone: _____ Mobile: _____ Other: _____	
Email: _____	

COMMUNITY LAND DETAIL / DESCRIPTION
Reserve or Park name: _____
Community Land Address: _____ _____
Lot: _____ Section: _____ DP: _____

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APPROVED BUILDING WORKS	
Have the proposed works been approved	YES / NO
If YES please provide LMCC Application No.:	
PROPOSED WORKS	
Provide a brief description of the proposed works.	
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ACCESS REQUIREMENTS		
Access required:	From	To
<p>Explain why access is required through Community Land and <b>NOT</b> via the property street frontage</p> <hr/> <hr/> <p><i>Site Plan and Description: Provide proposed access route details, measures taken to protect identified assets and methods of maintaining provisions for other community land users.</i></p> <hr/> <hr/>		

**CONDITIONS**

- Please note a site inspection will be required prior to approval and after access use, a minimum 5 working days' notice is required for inspections
- Short-term casual use in these instances is defined as being no more than (1) months use
- Safe pedestrian access will be maintained at all times
- Erosion and sediment control measures will be in place and fully maintained during the work, Council at its discretion may request an erosion and sediment control plan
- Access when conditions are wet and boggy is NOT PERMITTED
- Storing of soil and or building materials on the reserve is NOT PERMITTED
- Parking vehicles or plant equipment on the reserve is NOT PERMITTED. All vehicles accessing the reserve must be legally registered
- Any unforeseen damage to the reserve is to be reported to Councils Park Management Officer immediately
- Council will carry out an after use access inspection and the applicant will be notified if rectification works are required
- All repairs to the reserve will be to Council's specifications, satisfaction and at no cost to Council.
- Council at its discretion may request a traffic control plan

**BUILDER / CONTRACTOR PUBLIC LIABILITY INSURANCE REQUIREMENTS**

- Provide Council with a copy of their Certificate of Currency policy with a minimum \$20 million coverage prior to access
- The Certificate of Currency must note Lake Macquarie City Council as an interested party

**FEES AND CHARGES**

Access Licence	As scheduled in LMCC Fees and Charges
Bond	Site specific – (Min. \$250)

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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