

# Out of Work Hours Application (Where hours of work have been restricted under a development approval) 2024/2025



| If you need help lodging your form, contact us |   |   |   | Office use only |                          |
|--|---|---|---|-----------------|--------------------------|
| Email  | council@northernbeaches.nsw.gov.au                                    |   |   | Form ID         | 2037                     |
| Phone  | 1300 434 434  |   |   | TRIM Ref        | C001680                  |
| Customer Service Centres                       | <b>Manly</b><br>Town Hall,<br>1 Belgrave Street,<br>Manly<br>NSW 2095 | <b>Dee Why</b><br>Civic Centre,<br>725 Pittwater Road,<br>Dee Why<br>NSW 2099 | <b>Mona Vale</b><br>1 Park Street,<br>Mona Vale<br>NSW 2103 | Last Updated    | June 2024                |
|  |   |   |   | Business Unit   | Environmental Compliance |
|  |   |   |   | Application No. |                          |
|  |   |   | 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  |  |
|--|--|
| Online   | Northern Beaches Council accepts applications and secure payments online for this service. Please visit <a href="http://northernbeaches.nsw.gov.au/council/forms/digital-forms">northernbeaches.nsw.gov.au/council/forms/digital-forms</a> |
| In person  | Visit one of our Customer Service Centres (listed above) to apply and pay over the counter   |
| 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  |
| <b>Please note, all credit / debit card payments attract a 0.5% surcharge.</b> |  |

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. |   |           |  |
| Title   | <input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other |           |  |
| Full Family name  |   |           |  |
| Full given names  |   |           |  |
| Name of Company/Business  |   |           |  |
| Postal address<br>(we will post all letters to this address)  |   |           |  |
| Phone   |   | Alternate |  |
| Mobile  |   | Facsimile |  |
| Email (Approvals subject to urgency fee will generally be issued by email)  |   |           |  |
| Contact   |   |           |  |

## Part 2: Address of property

|                |  |            |  |
|----------------|--|------------|--|
| Unit no.       |  | Street no. |  |
| Street         |  | Suburb     |  |
| Lot No + DP/SP |  |            |  |

## Part 3: Fees

| Fee type: (please select) |                                      |         |
|---------------------------|--------------------------------------|---------|
|                           | Application fee                      | \$792   |
|                           | Urgency fee required within 48 hours | \$1,056 |
|                           | Amendment fee                        | \$212   |

## Part 4: Work(s) for which the permit is sought

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

## Part 5: Reasons for permit

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| 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. |
| <br><br><br><br><br><br><br><br><br><br>   |

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| 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. |
| <br><br><br><br><br><br><br><br><br><br>   |

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| What equipment is to be used?            |
| <br><br><br><br><br><br><br><br><br><br> |

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

## Part 6: Requirements

|   |       |    |       |
|---|-------|----|-------|
| Note: Your application will be rejected during the assessment process if insufficient information is given                                |       |    |       |
| 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)<br>Note: One (1) permit is required for each period of the out of hours working within any 24 hour period. |       |    |       |
| Applicant signature   |       |    |       |
| Date  |       |    |       |

## Part 7: Conditions to application notes

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| <ul style="list-style-type: none"> <li>• Applications submitted prior to 5 business days of the requested time period will be subject to the standard application fee only.</li> <li>• Applications submitted within 48 hours of requested time period will be subject to an additional urgency fees.</li> <li>• Urgency applications must be made no later than 12pm in order to be processed the same working day.</li> <li>• Applications are only applicable for single days. Where applications are required for consecutive days, a separate application is to be submitted for each additional day.</li> <li>• Generally, a maximum of two (2) Out of Hours work applications per month/per development.</li> <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 Development Application and Construction Certificate issued under the <i>Environmental Planning &amp; Assessment Act 1979</i>, 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>• Permits will not be granted for work on Sundays or Public Holidays (unless Council determines that exceptional circumstances exist).</li> <li>• Reasons related to occupant convenience or accelerated work programs will not usually be acceptable.</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 must notify all nearby residents of the out of hours work once approved. The applicant must not carry out a notification to residents or occupants unless Council has first granted a Permit. A copy of the notification letter must be provided to Council prior to distribution. Failure to provide Council with a copy of the notification letter may result in the permit being cancelled and any future applications being refused.</li> <li>• If complaints are received of works occurring contrary to the approval, Council may refuse to grant any future permits.</li> <li>• Conditions are applied to permits. It is the applicant's responsibility to ensure these are adhered to.</li> <li>• Council reserves the right to vary the hours and or nature of works applied for in the application.</li> <li>• Failure to comply with this permit may result in the permit being revoked and a penalty notice being issued under the <i>Environmental Planning and Assessment Act 1979</i>.</li> </ul> |
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