

# Application for Stormwater Drainage Connection and Works

Under Section 138 of the Roads Act 1993

## About this form

Use this form to obtain approval for a private stormwater system to connect to Council's underground stormwater drainage infrastructure/system. This may also include construction of new infrastructure (pit & pipe system) to connect to Council's underground stormwater drainage infrastructure.

**Note:** Where a positive covenant/drainage deed applies, this application must be submitted first and once approval is issued, the positive Covenant/Drainage Deed will be coordinated by City's Legal Team.

**Note:** For the discharge of stormwater via down pipes to the kerb (total site discharge less than 25L/S) please complete the Road Opening Permit Application.

## How to complete this form

- 1: Ensure that all fields have been filled out correctly.
- 2: Please note that fields on this form marked with an \* are mandatory and must be completed before submitting the application.
- 3: Once completed you can submit this form by email, mail or in person. Please refer to the Lodgement Details section in Part 5
- 4: Refer to the Public Domain Manual and the Stormwater Drainage Manual:

[cityofsydney.nsw.gov.au/development/public-domain-works](http://cityofsydney.nsw.gov.au/development/public-domain-works)

## Fees and Charges

Please refer to the fees summary section in Part 3 accompanying this application. The City of Sydney's Schedule of Fees and Charges can be accessed at [cityofsydney.nsw.gov.au/council/our-responsibilities/fees-and-charges](http://cityofsydney.nsw.gov.au/council/our-responsibilities/fees-and-charges). Refer to the public domain charges section 'Development Sites - Drainage'

**Note:** This application will only be accepted if the correct fee is paid and the relevant documentation and/or drawings are provided electronically. If you require further information regarding this application form, please contact the Public Domain Team on 02 9265 9333 or email: [publicdomain@cityofsydney.nsw.gov.au](mailto:publicdomain@cityofsydney.nsw.gov.au)

## Part 1: Site Details (adjoining the public road)

Property number\*

Street name\*

Suburb\*

Lot number (if known)

DP/SP (if known)

Development Application Number (if applicable)

## Part 2: Applicant (Primary Contact)

**Note:** All correspondence will be directed to the applicant

### Applicant Details\*

First Name\*

Last Name\*

Business/Company Name \*

Business/Company Address \*

Business/Company Postal Address (if different from above)

Contact Number\*

Email Address\*

### Part 3: Fees Summary (Fee is per connection)

Please tick applicable box below and include number of connections

Connection to a Council Kerb Inlet Pit	\$720.00	<input type="checkbox"/>
Number of connections:		<input type="text"/>
Connection to a Council Junction Pit	\$720.00	<input type="checkbox"/>
Number of connections:		<input type="text"/>

Total Fees Payable (Sum of applicable connection fee x number of connections)

Note: Prior to receiving approval a security bond may be required.

### Part 4: Application Checklist and Declaration

I have attached the following:

Email/USB of all plans & documentation ☐

Applicant's signature ☐

Dilapidation report ☐

(Report to show all frontages, affected conditions of footpath, kerb, gutter, roads, gully pits and trees and damage to be marked X on diagrams. Diagrams to include reference points/nearest landmark for example building/house number).

**Temporary / permanent restoration:** The applicant will be held responsible for all damage in the vicinity of their work unless the damage was reported prior to commencement (such as dilapidation report). The applicant of the proposed activity, shall maintain work area in safe condition throughout the duration and work. A temporary restoration may be required until final restoration is carried out and accepted by Council.

I declare that all information in the application and checklists is to the best of my knowledge, true and correct. I also understand that the electronic data provided is a true copy of all plans and associated documents submitted with this application and the data is not corrupted or does not contain any viruses. Each plan and document is supplied as a PDF file no larger than 20MB and is named in accordance with the Council's Digital Requirements document. I understand that information provided may be publicly available.

#### Conflict of Interest

To ensure transparency in Council's decision making process and to avoid potential conflicts of interest, you must make a declaration as to whether you, the landowner and/or anyone with a financial interest in the application is a Council employee or Councillor or is related to a Council employee or Councillor. You **MUST** tick at least one of the boxes below:

- ☐ Neither I, the landowner or any other person with a financial interest in the application is an employee/Councillor or relative of an employee/Councillor of City of Sydney Council.
- ☐ I am an employee/Councillor or relative of an employee/Councillor of City of Sydney Council. I have stated the relationship below.
- ☐ The landowner is an employee/Councillor or relative of an employee/Councillor of City of Sydney Council. I have stated the relationship below.
- ☐ Another person with a financial interest in the application is an employee/Councillor or relative of an employee/Councillor of City of Sydney Council. I have stated the relationship below.

Name and relationship:

I declare that the above information is correct.

Applicant Name

Applicant Signature \*

Date \*

## Part 5: Lodgement Details

You can lodge the completed application by:

**EMAIL:** [applications@cityofsydney.nsw.gov.au](mailto:applications@cityofsydney.nsw.gov.au)

Digital copies of applications must be supplied on a USB memory stick if lodging by mail or in person.

**MAIL:** City of Sydney, GPO Box 1591, Sydney NSW 2001

**IN PERSON:** Town Hall House - Level 2, 456 Kent Street, Sydney  
See our website for details of all customer service centres and opening hours:  
[cityofsydney.nsw.gov.au/council/contact-us/customer-service-centres](http://cityofsydney.nsw.gov.au/council/contact-us/customer-service-centres)

**WHAT NOW:** Once your application is received a Council Officer will contact you if further information is required.  
For further information regarding your application please contact us by:

For further information regarding your application please contact us by visiting [cityofsydney.nsw.gov.au/contact-us](http://cityofsydney.nsw.gov.au/contact-us)

## Part 6: Privacy & Personal Information Protection Notice

**Purpose of collection:** This information is being collected for the purpose of approving stormwater drainage connection/s in the City of Sydney Local Government area.

**Intended recipients:** City of Sydney employees. Any approved contractors required to provide this service.

**Supply:** The supply of this information is required by law. If you are unwilling to provide this information, the City of Sydney may be unable to provide access to City of Sydney services.

**Access/Correction:** Please contact Customer Service on 02 9265 9333 or at [council@cityofsydney.nsw.gov.au](mailto:council@cityofsydney.nsw.gov.au) to access or correct your personal information.

**Storage:** The City Planning, Development and Transport Unit at the City of Sydney, located at 456 Kent Street, Sydney NSW 2000, is collecting this information and the City of Sydney will store it securely.

**Other uses:** The City of Sydney will use your personal information for the purpose for which it was collected and may use it as is necessary for the exercise of other functions.

For further details on how the City of Sydney manages personal information, please refer to our Privacy Management Plan [cityofsydney.nsw.gov.au/policies/privacy-management-plan](http://cityofsydney.nsw.gov.au/policies/privacy-management-plan).

## Office Use Only

Customer Service Officer

Date Received

Receipt Number

RC 015