

# Application for the Erection of Hoarding Structure Class 'A' or Class 'B' 2024/2025

## OFFICE USE ONLY

Application No:  Bond No.:  CCO:   
Fees paid: \$  Receipt no:  Receipt date:

## LODGEMENT & PAYMENT OF APPLICATION

**Your application will NOT be processed until FULL payment has been received.**

**Council:** Monday-Friday, 8:00am-4:30pm – **Payment by Cash, Cheque or Card**  
**Auburn Service Centre** – 1 Susan Street, Auburn NSW 2144  
**Merrylands Service Centre** – 16 Memorial Avenue, Merrylands NSW 2160  
**Mail:** The General Manager, Cumberland City Council, PO Box 42, Merrylands NSW 2160  
**Payment by cheque ONLY – payable to Cumberland City Council**  
**Email:** [council@cumberland.nsw.gov.au](mailto:council@cumberland.nsw.gov.au) once application is lodged, an email will be sent out with invoice for payment

## 1. Type of Permit

☐ New Application ☐ Extension of Approval  
Rental Period (Please specify based on the footpath rental term e.g. Number of weeks/months/years): From:  To:

## 2. Hoarding Class

☐ Class A ☐ Class B

## 3. Total Length of Hoarding

Street Name (Frontage 1):	<input type="text"/>	<input type="text"/> m
Street Name (Frontage 2):	<input type="text"/>	<input type="text"/> m
Street Name (Frontage 3):	<input type="text"/>	<input type="text"/> m
Total Length:		<input type="text"/> m

## 4. Applicant details

Applicant name(s):	<input type="text"/>	
Contact number(s):	<input type="text"/>	
Contact email:	<input type="text"/>	
Address:	Unit no: <input type="text"/>	House no: <input type="text"/>
	Street: <input type="text"/>	
	Suburb: <input type="text"/>	Postcode: <input type="text"/>

**5. Site Details**

Address:	Unit no:	<input type="text"/>	House no:	<input type="text"/>
	Street:	<input type="text"/>		
	Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Lot:	<input type="text"/>	DP:	<input type="text"/>	SP:
			<input type="text"/>	Sec:
			<input type="text"/>	<input type="text"/>

**6. Details of Development and Construction Approval**

DA/CDC no.:	<input type="text"/>	CC no.:	<input type="text"/>
Construction Period:	From:	<input type="text"/>	To:
		<input type="text"/>	<input type="text"/>

**7. Details of Work**

	Yes	No
Will the construction, operation or removal of the hoarding affect pedestrian or vehicular traffic? (If Yes, please provide a Traffic Management Plan)	<input type="text"/>	<input type="text"/>
Will the design of the Hoarding affect existing street trees? (If Yes, Hoarding structure shall be designed with steps to minimise the impact on street trees)	<input type="text"/>	<input type="text"/>
Is the structure within four metres of any existing overhead wiring? (If Yes, applicant shall conduct hazard identification and risk assessment shall be carried out to comply with Safework NSW and design shall be prepared accordingly. Once erected hoarding structure shall be inspected by Safework NSW)	<input type="text"/>	<input type="text"/>
Will the hoarding impact on any services or utilities? (If Yes, applicant must consult and seek concurrence with the relevant authorities)	<input type="text"/>	<input type="text"/>
Will the hoarding structure obscure any public or street signage?	<input type="text"/>	<input type="text"/>
Are there any conditions of development consent associated to the site?	<input type="text"/>	<input type="text"/>

**8. Documents Required**

You must submit the following documents with your application. Please tick to ensure all the listed items have been submitted with this application.

<input type="checkbox"/>	Public Liability Certificate of Currency
<input type="checkbox"/>	Worker's Compensation Certificate of Currency
<input type="checkbox"/>	Structural drawings and design certification prepared by a practicing Structural Engineer
<input type="checkbox"/>	Detailed Architectural Plans to draftsman's standard at a suitable scale
<input type="checkbox"/>	Traffic/Pedestrian Control Plan
<input type="checkbox"/>	Letter indemnifying Council
<input type="checkbox"/>	24hr Emergency Contact Details
<input type="checkbox"/>	Structural Certificate
<input type="checkbox"/>	Dilapidation Report
<input type="checkbox"/>	Written approval from relevant authorities or utilities

## 9. Fees & Charges 2024/2025

	Class A	Class B
Application Fee:	\$466.00	\$926.00
Hoarding Fee Rate:	\$47.00 per m x month	\$92.00 per m x month
Bond up to 20m frontage:	\$5,165.00	\$5,165.00
Additional Bond for lengths exceeding 20m:	\$1,300.00/m per 5m	\$1,300.00/m per 5m

## 10. Applicant's Declaration

1. I/We the undersigned, hereby apply for the Erection of Hoarding Structure licence described above in the specifications and documents accompanying the application.
2. I/We undertake to carry out that development/activity in accordance with any approval granted by the Council and to conform to the provisions of the relevant Act(s), Regulations, Codes and planning instruments.
  - I will notify Council a minimum of two days prior to the commencement of the construction of the Temporary Ground Anchor structure.
  - I will notify Council a minimum of three days prior to the removal of the Erection of Hoarding structure.
3. I/We understand that prior to pour any basement slabs or beams
  - A joint inspection shall be arranged with Council's Engineers to locate and record the hoarding in Councils GIS system.
  - Failure to arrange the above joint inspection will forfeit the total submitted security bond.
4. I also understand that:
  - If incomplete, the application may be delayed or rejected.
  - More information may be requested.
  - Security bond will be released **after 12month from the date of de-stressing** the anchors and subject to a damage assessment report

I also give consent for authorised Council officers to enter the land to carry out inspections, take photographs, videos, surveys and measurements.

Name:

Signature:  Date:

## 11. Privacy Policy

Some of the information that Council is collecting from you in this form is 'personal information' for the purposes of the Privacy & Personal Information Protection Act 1998 ("PIIP Act"). The supply of the information by you is voluntary. If you do not provide the information, Council will be unable to process your application. Council is collecting this personal information from you in order to process your application in accordance with the Environmental Planning & Assessment Act 1979. You may make an application for access or amendment to your personal information. The information will be retained by Council and stored in a register that can be viewed by the public at any time in accordance with the Local Government Act 1993. Your application may be advertised to the public for comment, in accordance with Council policies and relevant legislation. You may make a request that Council suppress your personal information from a public register in accordance with the PIIP Act. For more information about your privacy please contact Cumberland City Council

## Cumberland City Council

16 Memorial Avenue, PO Box 42, Merrylands NSW 2160.

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