

APPLICATION



Hoarding

(includes application for the erection of a crane above a "B" class hoarding)
(Section 138 Roads Act 1993)

Certificate Number:

Date of Lodgement:

Complete this form and return to Council:

EMAIL: customerservice@northsydney.nsw.gov.au

IN PERSON:

Customer Service Centre
200 Miller Street
North Sydney NSW 2060

PREMISES DETAILS

Address:

Postcode:

Lot + DP/SP:

APPLICANT DETAILS

Name:

Address:

Email:

ABN (if applicable):

Phone:

Mobile:

SITE CONTACT

Name:

Email:

Phone:

Mobile:

Note: Hoardings must not be erected without the prior consent of the Council. Such consent will be given in writing following the assessment of your application.

FEES FOR 2025/2026

To view our fees and charges, please select the link below.

Application Fee (non-refundable)

[North Sydney Council - Fees & Charges - Fees & Charges
\(lgsolutions.net.au\)](https://lgsolutions.net.au/northsydney-council-fees-charges)

Minimum Charge (Rental)

FOR COUNCIL USE

| Total | Receipt Number | Date | Time | Initials |
|---|----------------|------|------|----------|
| | | | | |
| Hoarding Application - Cashier Code 151 | | | | |

DOCUMENTATION TO BE SUBMITTED WITH THIS APPLICATION:

- Payment of application fee (rental fees will be invoiced upon assessment of application)
- Photographs or brochures of the crane/equipment
- Plans of the proposed hoarding and crane structure, must be to scale and include elevations and accurately locate elements within Council road reserve (i.e. trees, driveway crossings, telecommunications, parking meters, parking sensors, signs, mailboxes and the like)
- Details of any equipment to be installed
- Structural Engineers statement
- Copy of Certificate of Currency (**minimum \$20 million**)
- Locality Sketch (including site plan sketch with height measurements (dimensions), etc.

REQUIREMENTS

In accordance with the Hoarding Guidelines and relevant policies, application is made for a Permit to erect a Hoarding on Council property.

Reason for this Hoarding Permit:

DETAILS OF HOARDING

Type of Hoarding: *(Refer to Guidelines)*

☐ "A" Class Hoarding
Hoarding

☐ "B" Class

Length of Hoarding:

Width of Hoarding:

Is a crane or other lifting device proposed?

Area (m²):

Period of Permit (**max 26 Weeks**) Date Start:

Date End:

Note: Council will accept a maximum of (26 weeks) six (6) months rental for the hoarding space. Following expiration of the rental period, an application "To Extend Duration of an Existing Hoarding Permit" must be submitted to Council.

Total Number of Weeks:

Attachments: *(scaled drawings etc)*

Development Application No.:

Development Application Approval Date:

Parking meters affected: ☐ Yes ☐ No

No. of bays (spaces) affected:

Meter ID/s and bay/s numbers (spaces) affected:

Number of parking meters affected:

Note: Parking sensors are located in the centre of each parking meter space and can be seen from the road. If the proposed work is within the vicinity of a sensor and it requires removal, this must be removed by Council, Conditions apply.

I/We have examined the Hoarding Guidelines for the erection of a hoarding on Council's Property.

Signed:

Date:

Council reserves the right to withdraw approval if the conditions of approval have not been satisfied

INSURANCE DETAILS

Permits will not be issued unless you have public liability insurance for the area you want to use. Complete this section, giving details of your public liability insurance. A Certificate of Currency must be provided to Council by the insurance company before a permit is issued. All Certificates must include the following information: - A limit of liability of at least \$20M. - Amounts to be denominated in Australian dollars (AUD) in the first instance. - Relevant jurisdiction to include the Australian Commonwealth. I understand that this insurance shall not be cancelled or lapse without the agreement of North Sydney Council and the policy document shall be endorsed to this effect.

INDEMNITY

This indemnity form must be completed and signed before a permit can be issued.

Name of Applicant:

(referred to hereafter as the Permit Holder) holds North Sydney Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps release and indemnified, from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.

Signed:

Date:

PRIVACY STATEMENT

North Sydney Council is collecting your personal information for the purposes of processing an application or submission. The supply of personal information is entirely voluntary. If you elect not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. North Sydney Council may publish any personal information included in a submission on a proposal or proposed development. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view Council's records which are not in the public arena are subject to the provisions of Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.