



## Road Closure: Public Road Closure application (Council)

### Description of Form

This form is used by Councils applying to close a public road.

### Fee

\$476.90 – This fee covers administration costs where Council has carried out preliminary investigation and statutory advertising.

### Contact Us

For more information, please contact us at:

Department of Industry - Lands  
PO Box 2155  
DANGAR NSW 2309

T: 1300 886 235 (option 2 then option 1)

F: 02 4925 3517

E: [roads.newcastle@crowland.nsw.gov.au](mailto:roads.newcastle@crowland.nsw.gov.au)

W: [www.crowland.nsw.gov.au](http://www.crowland.nsw.gov.au)

### Privacy statement

The personal information you provide on this form is subject to the Privacy & Personal Information Protection Act 1989. It is being collected by NSW Department of Industry, Skills and Regional Development and will be used for purposes related to this application. NSW Department of Industry, Skills and Regional Development will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary or required to be supplied. If you choose not to provide the requested information we may not be able to process this application. You have the right to request access to, and correct details of, your personal information held by the department. Further information regarding privacy can be obtained from the NSW Department of Industry, Skills and Regional Development website at [www.industry.nsw.gov.au/legal/privacy](http://www.industry.nsw.gov.au/legal/privacy)

## Council details

Council name			
Council contact officer name			
Postal address			
Phone		Ref	
Email			

Hereby apply for the closing of the public road described in Section 1 below

## Section 1: Description of public road to be closed

Town / Locality		LGA	
Parish		County	
General text description of road			
Supply Diagram - Road proposed to be closed shown by		colour on attached diagram.	
Area		(sq m/ha)	

Include a copy of any relevant map or sketch to show clearly the locality, the boundaries & dimensions of the road proposed to be closed plus the land title boundaries of adjoining properties. Also show the position and type of any fencing and buildings / structures adjoining the road and any reticulation services (eg. power or telephone lines, water, sewer or gas pipes, drains) within the road boundaries.

## Section 2: Details of 3<sup>rd</sup> party applicant and property ownership in vicinity of road

Name	
Address	
Title reference	

## Section 3 Affected Adjoining Owners/Public Utilities

### Details of Ownership of Land Adjoining the Road

1 - Portion/ Lot		DP		2 - Portion/ Lot		DP	
Owner(s)				Owner(s)			
Address				Address			
Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.				Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.			
3 - Portion/ Lot		DP		4 - Portion/ Lot		DP	
Owner(s)				Owner(s)			
Address				Address			
Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.				Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.			
5 - Portion/ Lot		DP		6 - Portion/ Lot		DP	
Owner(s)				Owner(s)			
Address				Address			
Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.				Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.			

## Public Authorities with Affected Public Utilities

(e.g. power lines, water pipes, gas pipes, drainage pipes, telephone lines)

Utility type		Utility type	
Public Authority		Public Authority	
The proposed road closing has been discussed with the authority who has indicated the following views: <input type="checkbox"/> No objections to closing of road <input type="checkbox"/> Written agreement to creation of easement attached		The proposed road closing has been discussed with the authority who has indicated the following views; <input type="checkbox"/> No objections to closing of road <input type="checkbox"/> Written agreement to creation of easement attached	
Utility type		Utility type	
Public Authority		Public Authority	
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## Section 4: Council Proposal for Closed Road

### COUNCIL ROAD

(land will remain vested in Council if road is closed – s.38(2)(b) *Roads Act* as evidenced by prior construction, maintenance or use of the road by the public)

Please tick the appropriate boxes to indicate the manner of intended disposal, which may arise from the closure of the public road. Where the land is to remain vested in Council on closure, Council should indicate below whether the land is to be vested as operational land or community land, see sec.43

- Operational Land:   
  sale to adjoining land owners\*   
  sale by public auction or tender  
                                 
  sale by private treaty                   
  retention of land for Council operations  
                                 
  other (provide details below)

- Community Land (if so please indicate the intended use)

General statement outlining intended disposal/land use

### JOINT ROAD OPENING/ROAD CLOSING

Proposal to close road in conjunction with a Council road opening Council road

- Comment regarding need to synchronise timing of road closing to coincide with Council acquisition of other land for road or construction and opening of new road

- Request for land in closed road to be given in compensation (For other land acquired by Council for the purposes of the *Roads Act 1993*, eg. a road opening associated with this road closing to improve the public road network for the benefit of the public – see section 44. Please provide details.)

## Section 5 : Council Statement

The department gives authorisation under s.35 of the *Roads Act 1993* for all Councils in NSW to carry out advertising of a proposed Council road closure where it would vest in the Council on closing. Council acknowledges and confirms that all statutory requirements under s. 35 and s. 36 of the *Roads Act 1993* including advertising, consideration of submissions and resolution/outcome have been undertaken. Council also confirms that the following is attached:

- The Council Road checklist fully completed.
- All correspondence including submissions and resolutions relating to the road closing.
- All required status documents, plans, titles and gazette notices confirming public dedication of the road.
- Evidence of current and/or prior construction and maintenance.
- A survey plan or diagram of the proposal.
- Council report and approval.
- The required fee of \$476.90

General Manager (or Delegates name)			
Title (if not GM)			
Signature		Date	

For more information go to <http://www.industry.nsw.gov.au/crownlands/roads>

## Fee

Tick appropriate:

- \$476.90** Pay by cheque. Enclose a cheque payable to Department of Industry - Lands or
- \$476.90** Pay by money order. Enclose a money order payable to Department of Industry - Lands

## Lodgement

→ Mail to Department of Industry - Lands, PO Box 2155 DANGAR NSW 2309

Office use only – Refer to the Receipting and Referrals Codes Document							
Business Unit: <input type="checkbox"/> BCN	Referral Code	BCNRD	Receipting Code	RD/RC	TRIM DOC		
Fee Paid		Receipt Number		Account number			
Date							