

Closing and purchasing roads: Road closure and disposal statutory process

This table outlines the steps involved in the closure and disposal of a Crown road as well as estimated timeframes.

Steps	Estimated timeframe	Description
Lands and Forestry receive application	1 week	This is the date processing officially commences and an initial investigation begins
Detailed investigation	4 weeks	Assess property ownership, access, status of Crown road and prepare referencing documents and diagrams
Notice to advertise the intention to close the road	6 weeks	This period includes the 28 day advertising period for receiving submissions
Submission assessment	6 weeks	Consider submissions and contact stakeholders for further information if required
Road closure approved	4 weeks	Closure is approved plus purchase price/valuation
Agreement to purchase	4 weeks	This timeframe allows time for applicant to consider and respond to the agreement and return the signed paperwork
Invoice period	4 weeks	The applicant receives and invoice and must pay within 4 weeks
Drawing, approval and lodgement of plan	3 weeks	This timeframe may extend if a survey is required or if third parties are required to sign easement documents
Plan registration *	3-4 weeks	This timeframe may change and is contingent on Land and Property Information processes
Issue transfer, signatures, Stamp Duty and return *	2-4 weeks	This timeframe is dependent upon Revenue NSW and client response times
Gazette notice to advise of final decision	2 weeks	Notices will appear in the NSW Government Gazette advising of the decision to close the road.
Issue of Certificate/s of Title *	Up to 6 weeks	This timeframe may change and is contingent on Land and Property Information processes
Statutory process complete **	45 - 48 weeks (10 -11 months)	

Centralisation of the program and streamlined systems enables multiple applications to be processed simultaneously, reducing the average processing times of applications.

* Processing times are an average and are contingent on response timeframes from external agencies and third parties.

** Timeframes are from the date the application processing is commenced. They assume no protracted disputes between parties or unforeseeable delays.

More information?

Visit our website www.crownland.nsw.gov.au or contact us on 1300 886 235 or email: enquiries@crownland.nsw.gov.au for more information.