



Stormwater Drainage Activity

When combined with Water Pumping into Council System

Effective from July 2025 to June 2026

Application number (Office Use):

Under Sections 68 Local Government Act NSW 1993 and Section 138; 218 and 223 of the Roads Act NSW, 1993

NOTE: NOT TO BE USED FOR WORKS COVERED BY A ROAD OPENING PERMIT
(see Road Opening Permit Application)

About this form

Use this form to apply for Council consent for (all works proposed under this application are to be carried out by the applicant) stormwater system civil works within Council managed reserve when combined with water pumping into public stormwater drainage system or to natural water body from any adjoining land (e.g. to pump stormwater trapped in a construction excavation out to a stormwater pit to comply with an approved Development Consent or similar).

NOTE: You may be required to build temporary / permanent pipe system under this approval prior to discharge permit be released.

This application is assessed in two/three stage process. Each stage is issued with separate approval / permit.

You are advised to discuss your proposal with Council Infrastructure Asset Section, if you have any questions.

(Construction works on a public asset must not be commenced until you receive written Consent from Council on this application. Please attach all required supporting documentation and complete the Applicant Checklist to avoid delays in processing).

Please allow up to 4 weeks for this application to be processed for Stage 1.

For further information, please contact Customer Service Centre on (02) 9391 7000.

Location of proposed works and development consent details

Street
No(s):

Street name:

Suburb:

You must attach a site plan detailing exact location of proposed works.

Development Consent/Approval details (if applicable) – DA/CDC Number:

Please ensure the following is attached:

- Copy of the relevant DA/CDC conditions.
- Copy of your construction ready drawings highlighting the works on public land reserve relevant to this application.

Applications will not be assessed until all required information is received.

Description of Works *(The applicant is required to answer the following question (tick all applicable boxes))***Do the proposed works include any of the following:**

<input type="checkbox"/>	Pumping of water to Council's in-ground stormwater pipe network (if not, please use Carry out Works Form) No pumping of water to Council kerb & gutter system	<input type="checkbox"/>	Alteration and/or extension to Council stormwater drainage network prior to water pumping. No pumping of water to Council kerb & gutter system
<input type="checkbox"/>	Occupying land reserve on or above during works	<input type="checkbox"/>	Pumping of water to any natural water body

Provide description of public domain stormwater works proposed (attach construction ready plans):

When the work proposed to be completed (Attach a project plan, if the completion date beyond 12 calendar months):

Applicant and Developer Details *(Applicant may be owner, architect or project manager)***Applicant
company name:****Postal
address:****Applicant's
representative:****Phone:****Email:**

(Developer may be the main party carrying all the risks associated with this activity)

**Developer
company name:****Postal
address:****Developer's
representative:****Phone:****Email:**

Stage 1 – Approval for Works/ Consent for Existing System Use – Document Requirements

<input type="checkbox"/>	A.1 Application fee is paid (and receipt attached) or alternatively credit card authorisation form is completed and attached	<input type="checkbox"/>	A.6 Public and Product Liability Insurance details attached. Make sure relevant to the activities you are applying for approval, is sufficiently mentioned in your insurance cover
<input type="checkbox"/>	A.2 Site Plan/Set Out Plan of proposed works within reserve/property attached (e.g. existing system/ proposed pipe system)	<input type="checkbox"/>	A.7 Make sure security damage deposit requirement is satisfied
<input type="checkbox"/>	A.3 Copy of all related Condition(s) of Development Consent attached (where applicable)	<input type="checkbox"/>	A.8 Structural Engineering Certificate (for the extension/alteration of Council stormwater pipe/pit system), if applicable
<input type="checkbox"/>	A.4 Apparatus of pumps lay out plans	<input type="checkbox"/>	A.9 Public Asset Condition Report including CCTV for existing Council in-ground system (photo journal OR dilapidation report by qualified party as the case may be) attached
<input type="checkbox"/>	A.5 Traffic/Pedestrian Control Plan, if applicable (no road closure is permitted under this Consent)		

Stage 2 - Permit to Discharge – Document Requirements

<input type="checkbox"/>	A.10 Other environmental reports may be required e.g. Site Dewatering Management Plan; Structural Design/Reports/Certificate on Dewatering Effects on surrounding structures etc	<input type="checkbox"/>	A.12 Dilapidation Reports for surrounding properties
		<input type="checkbox"/>	A.13 Basement/below ground Construction Methodology (if applicable)
<input type="checkbox"/>	A.11 Details of water quality treatment proposed and water test reports	<input type="checkbox"/>	A.14 Pre operation ambient noise reports for the site taken over 24/7 period

The applicant must complete and sign the application form and provide all relevant supporting documentation and information as instructed on the form to either Records or Customer Service Centre.

Instructions, supporting documentation and conditions

Full details of the instructions, supporting documentation and conditions associated with this application can be accessed at: www.woollahra.nsw.gov.au/works-public-road-conditions

Indemnity Statement and Declaration

You, the applicant and developer, indemnify Council from and against all actions, claims, costs, losses, expenses and damages (including the costs of defending or settling any action or claim) in respect of:

- Loss of, loss of use of, or damage to property of Council; or
- Personal injury (including death) or illness to any person or loss of, loss of use of, or damage to any property; resulting from or by reason of anything done or omitted to be done by you arising out of your activities undertaken at or on Council's land / near Council's facility.

Your liability to indemnify Council is reduced proportionally to the extent that a negligent act or omission of Council or its employees has contributed to the injury, damage, or loss.

Declaration:

We, / declare that
as the owner / owner representative / developer

- ☐ Have read, understood, and accepted application conditions in applying for consent to carry out the works/activities as described above
- ☐ Have reviewed and accept the fees associated with this application
- ☐ That all conditions of Consent / Approval / Permit (if issued) be complied with
- ☐ Declare that all the information given are true and correct to my knowledge

We also understand that:

- ☐ If incomplete or inaccurate information is supplied, the application may be delayed or rejected (in such cases fees paid deemed non-refundable) and
- ☐ More information may be requested after the date of lodgement and
- ☐ Application fees and bonds have been paid in full and;
- ☐ Additional processing fee may be requested.

/
owner / owner representative / developer

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Signatures

Date/s

Schedule of Fees (*Fees are valid until 30 June 2026*)

Type of fee	Fee or charge	Receipt code
Application fee This fee is to be included with your application and is not refundable. The application fee is inclusive of three inspections. If additional inspections are required, the applicant will incur additional fees as per the schedule of fees attached	\$863	T118
Modify / Extend Application	\$391	T118
Infrastructure/Damage Security Deposit (variable)	Refer Schedule Below	T113

If the application is not related to a prior approval and an infrastructure security deposit is not held by Council, assessment officer will impose bond based on the proposal.

Full Schedule of Fees: https://www.woollahra.nsw.gov.au/council/fees_and_charges

Privacy

For more information about Privacy & Personal Information Policy: www.woollahra.nsw.gov.au/privacy.

Lodgement details

Mail to: Woollahra Municipal Council
PO Box 61 Double Bay 1360

In Person: Council Chambers
536 New South Head Road
Double Bay NSW 2028

Email: records@woollahra.nsw.gov.au

Telephone: (02) 9391 7000

Website: www.woollahra.nsw.gov.au

Payment methods:

Payment can be made at our Customer Service Department by the following methods: cash, EFTPOS, Money Order cheque (make cheques payable to Woollahra Council), or credit card – American Express, MasterCard or Visa.

Credit card payments will incur a processing fee.

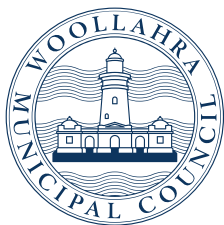
OFFICE USE ONLY

CSO name:

Application Fee (T118)

Infrastructure/Damage Security Deposit (T113)

Modify / Extend Application Fee (T118)



Payment Form

Payment methods

Payment in person at Council's Customer Service Centre can be made in cash, EFTPOS, cheque or money order or credit card (American Express, MasterCard and Visa).

Payment details

All credit card payments will incur a processing fee of 0.55%.

Separate cheques are required for integrated development fees to the relevant body. Cheques and money orders are payable to **Woollahra Council**.

Payments should be sent to Woollahra Council at: 536 New South Head Road DOUBLE BAY NSW 2028;
PO Box 61 DOUBLE BAY NSW 1360

Privacy notice

The personal information in this form is required under the *Environmental Planning and Assessment Act 1979* and will only be used for processing of payments. If you do not provide the information, Council will not be able to process your payment and application. Payment information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may request amendment of any personal information held by Council that is incorrect.

Payment particulars

Payment for:

Council reference:

Application address:

Credit card details

Card type:

☐ Visa☐ MasterCard☐ American Express

Card number:

Cardholder name:

Expiry date:

Total amount paid \$:

CVV:

Cardholder signature:

Phone:

OFFICE USE ONLY

Cashier's name:

Cashier's signature:

Payment processed: Yes ☐

No ☐

Date: