

DILAPIDATION OF COUNCIL PROPERTY REPORT

Disclaimer: The information provided by you on this form will be used by Parramatta City Council or its agents to process this application. Once collected by Council, the information can be accessed by you in accordance with Council's Access to Information Policy and Privacy Management Plan or in special circumstances, where Commonwealth legislation requires or where you give permission for third party access.

PART 1 - Property, Applicant and Reporter Details

1. Property Details

Address	unit:	house:
	street:	
	suburb:	postcode:
Lot/DP/SP etc	lot:	DP/SP etc:
Consent reference	DA/	CC/
Commencement of work	date:	time:

2. Applicant Details

Full name/company and contact person	family name (or company):	
	full given names:	
	OR company contact person:	
Postal address		
	suburb:	postcode:
Contact details	home phone:	mobile:
	office phone	fax:
	email:	date:

Note: Applicant is required to sign the last page of this application.

3. Reporter Details

Full name of person who performed survey/report	family name (or company):	
	full given names:	
Postal address		
	suburb:	postcode:
Contact details	home phone:	mobile:
	office phone:	email:
	email:	fax:
Time of survey	time:	am / pm
		date:

Note: Reporter is required to sign the last page of this application.

OFFICE USE ONLY

Reference: **DA/**

Receipt #:

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PART 2 - Surveying details

4. Kerb & gutter

The following conditions were found

Detailed explanation:

5. Layback & Slab

The following conditions were found

Detailed explanation:

6. Footpath (if existing)

The following conditions were found

Detailed explanation:

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PART 2 - Surveying details (continued)

7. Stormwater outlet in kerb

The following conditions were found

Detailed explanation:

8. Nature strip (grass verge etc.)

The following conditions were found

Detailed explanation:

Sketch nature strip below

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PART 3 - Accompanying Documentation

8. Survey photographs

Council requires that 2 photographs are taken of each of the surveying details described in sections 3 to 7 of Part 2 of this application and submitted with this application. The photographs shall be submitted in digital format.

If the area set out on the previous page to sketch the nature strip is not large enough then an additional sketch can be submitted on a separate document. This document shall also be submitted in digital format.

PART 4 - Digital Requirements

All applications must be accompanied by a digital data disc, i.e. CD-ROM, DVD-ROM containing **all documentation** (including written documents). This is to assist Council in record keeping and processing.

Applications without a correctly formatted digital data disc will not be accepted.

- The files must be in **PDF** format and must be able to be opened in Council's digital plan system 'Trapeze Desktop'. Council will check all discs before accepting the application.



One PDF file should contain all plans and drawings (excluding internal residential floor plans), i.e. site plan, elevation plan, landscape plan, stormwater, survey etc in the same single file.



Each additional accompanying document requires a separate PDF file e.g. application form, statement of environmental effects, heritage report, and internal residential floor plans, etc each in separate files.

- Standard documents are not required to be above 400 dpi resolution whether they are single page or multipage documents and must not exceed 25MB in size.
- Please contact Council's Senior Records Officers on 9806 5000 if your document exceeds 500MB.

Files named as follows: **Document Type - Property Address**



Architectural Plans - 30 Darcy Street Parramatta.pdf



Application Form - 30 Darcy Street Parramatta.pdf



Statement of Environmental Effects - 30 Darcy Street Parramatta.pdf



Waste Management Plan - 30 Darcy Street Parramatta.pdf



Internal Residential Floor Plans - 30 Darcy Street Parramatta.pdf

My disc contains files which are named correctly and their content exactly matches hardcopies submitted with this application:

yes

no

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PART 5 - Applicant Declaration

10. Applicant declaration

I declare that all the information in the application is, to the best of my knowledge, true and correct.

yes

no

Applicant's signature

date:

PART 6 - Reporter Declaration

11. Reporter declaration

I declare that all the information in the report / application is to the best of my knowledge, true and correct.

yes

no

Reporter's signature

date:

PART 7 - Council Officer Declaration

12. Officer declaration

I declare that this application is, to the best of my knowledge, complete including all accompanying documentation and digital requirements.

Officer's signature

date:

You can log onto www.parracity.nsw.gov.au/development to track the progress of an application lodged after 30 June 2005. The information you supply on this form and any related documentation will be publicly available on this Council website.