

Hawkesbury City Council

366 George Street (PO Box 146) Windsor NSW 2756 DX 8601 WINDSOR
Phone: (02) 4560 4444 Facsimile: (02) 4587 7740 Email: council@hawkesbury.nsw.gov.au



Request for planning advice (research/interpretation)

Please do not use this form to obtain copies of documents.

You can apply to obtain copies of documents under the *Government Information (Public Access) Act 2009* or GIPA Act using a separate form available on Council's website.

Office Use Only

Application No.	
Receipt No.	
Date	
Fee	

Council's written planning advice service is available for those persons who require research and/or interpretation of Council's planning documents, policies and/or consents or want detailed written site specific planning advice about single or multiple issues. Your request should contain sufficient details and include any relevant documents to ensure the request is clear and unambiguous. Fees are based on an hourly rate payable in accordance with Council's adopted Fees and Charges (available on Council's website). The minimum fee (1 hour) must accompany this form. Once your application has been reviewed by Council, a final fee quote will be provided which must be paid before the written advice is provided. Note that there may be circumstances where Council is unable to provide the advice being sought for legal or other reasons.

While the advice is given in good faith, it in no way binds a decision by Council if used in relation to any subsequent planning/development applications.

Applicant

Name

Address

Phone Mobile Phone

Email

Property Details

Lot Deposited Plan

Street Address

Suburb

Information required (attach letter if insufficient space)

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Accompanying Plans/Documents (if applicable)

List plans and/or documents that are attached (if you have obtained relevant documents under GIPA please include copies with this form)

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Privacy Notice

Council is bound by the provisions of the Privacy and Personal Information Protection Act 1998, in the collection, storage and utilisation of personal information provided in this form. Accordingly, the personal information will only be utilised for the purposes for which it has been obtained and may be available for public access and/or disclosure under various NSW Government legislation.