

To the General Manager, Coffs Harbour City Council

# APPLICATION FOR NEW ROAD NAME

**Roads Act 1993, Roads (General) Regulation 2008, Section 162**

Locked Bag 155, Coffs Harbour 2450

Administrative Centre, 2 Castle Street, Coffs Harbour

Email: [coffs.council@chcc.nsw.gov.au](mailto:coffs.council@chcc.nsw.gov.au) Phone: (02) 6648 4000 Fax: (02) 6648 4199

ABN 79 126 214 487 [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)



## 1. Details of the applicant

It is important that Council is able to contact you if more information is required. Please give as much detail as possible.

Mr ☐ Ms ☐ Mrs ☐ Dr ☐ Other: ☐

Surname:	Given Names:
Company / Organisation:	ABN:
Postal Address	Suburb / State / Postcode
Daytime Telephone:	Mobile:
Fax:	Email:

*The questions below are optional and the information will only be used for the purposes of providing better service.*

Place of birth:	Main language spoken:	Aboriginal or Torres Strait Islander:
		<input type="checkbox"/> Yes <input type="checkbox"/> No (Tick one)

Do you have special needs for assistance with this application?

☐ Yes ☐ No (Tick one)

If yes, please specify:

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## 2. The land

Development Appn No. (For new subdivision)		
DA		
Lot/s		DP
Street		Locality
Further Details:		
<b>All applications must be accompanied by a map and sufficient particulars to enable the road to be identified.</b>		

### OFFICE USE ONLY

Date received		Application fee (if applicable)		Receipt No.	
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### 3. The proposal

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*You must give full details of your proposal and attach the information required to assess the application. All applications must suggest two (2) new names (one preferred name and one alternative name) and state reasons to support the requested name for each suggestion. If possible, the history of the name(s) proposed should be included with the application.*

<b>Preferred Road Name (Road No. 1)</b>		<b>Alternative Road Name (Road No. 1)</b>	
Reason to support Preferred Road Name		Reason to support Alternative Road Name	
History of the Name(s) proposed			

  

<b>Preferred Road Name (Road No. 2)</b>		<b>Alternative Road Name (Road No. 2)</b>	
Reason to support Preferred Road Name		Reason to support Alternative Road Name	
History of the Name(s) proposed			

  

<b>Preferred Road Name (Road No. 3)</b>		<b>Alternative Road Name (Road No. 3)</b>	
Reason to support Preferred Road Name		Reason to support Alternative Road Name	
History of the Name(s) proposed			

To view the applicable fees and charges associated with this application please refer to Council's adopted fees and charges at [www.coffsharbour.nsw.gov.au/fees](http://www.coffsharbour.nsw.gov.au/fees)

#### 5. Privacy and personal information protection notice

- This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- Your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- Your personal information can be accessed and corrected at any time by contacting this Council.

#### Applicant's Signature/s

I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded.

Signature/s : ..... Date: ...../...../.....

### Road Naming - Subdivisions

The naming of roads constructed within new subdivisions is a Local Government responsibility under the relevant sections of the Roads Act 1993, Roads (General) Regulation 2008 and the provisions of Guidelines for the Naming of Roads by the Geographical Names Board.

To have road names approved for new subdivisions, a New Road Name/s Application form must be completed and submitted, **prior to issue of the Construction Certificate**.

Application forms and fees must be forwarded to Coffs Harbour City Council, Customer Services, Locked Bag 155, Coffs Harbour, NSW 2450, or lodged at Council's Administration Centre, Cnr Coff & Castle Streets, Coffs Harbour.

#### Naming Requirements

All applications for the naming of streets and roads within Subdivisions must be made in writing.

All applications must suggest two (2) new names (one preferred name and one alternative name) and state reasons to support the requested name for each suggestion. If possible, the history of the name(s) proposed should be included with the application.

All applications must be accompanied by a map and sufficient particulars to enable the road to be identified.

The proposed name(s) should meet the Guidelines for the Naming of Roads by the Geographical Names Board. The proposed name(s) should have a maximum length of nine letters (excluding the suffix).

Where appropriate, name continuity shall be maintained for streets and roads in the vicinity of and crossing boundaries between adjoining Council areas.