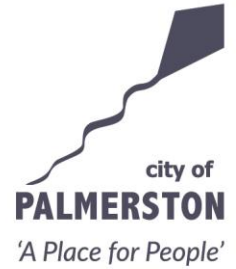


# LANEWAY APPLICATION



This form is to request the implementation of laneway treatment or removal of in accordance with the City of Palmerston Laneway Management Policy.

The completed form may be:

- Scanned and emailed to [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au), or
- Delivered to Council Office, 1 Chung Wah Terrace, Palmerston.

Should you have any queries about completing the form please contact Council on 8935 9922.

*\*All sections of the form must be completed; incomplete forms will not be accepted\**

The Application of a Laneway Treatment may take up to and in excess of 12 months to be implemented.

## Applicant details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Contact email address: \_\_\_\_\_

Laneway location: \_\_\_\_\_

Laneway transport category: \_\_\_\_\_

*"The determined Category of each Laneway can be found online at City of Palmerston website. Each Laneway is classified into one of the three Transport Categories - Essential, Less Essential, or Non-essential."*

Proposed Action for the laneway in accordance with the policy (select from below)



### Part Time Closure or Night closure

Typically involves daily closing of a laneway with locked gates typically between the hours of 9:00pm and 6:30am with the duration of the daily closing as determined by Council.

The time of closure will be assessed to suit the circumstances of the laneway.

### Temporary Full Time Closure

The closure of the laneway with locked gates with the duration of closure as determined by Council in accordance with the policy. Minimum closure of 12 months, which will reopen after the 12-month temporary closure period.

### Permanent Closure (only considered if the intent is to purchase the laneway)

The closing of a laneway by the creation of a new lot that is defined by the boundaries of the abutting properties with the intent to dispose of the lot and consolidate into abutting properties.

### Amendment of a current Laneway treatment

The reopening of a laneway, change of treatment type, or adjustment of closure hours.

## 1. ADJACENT PROPERTY OWNERSHIP DETAILS

All abutting property owners must sign, with the acknowledgment of cost applied.

### Property 1

Name of owner: \_\_\_\_\_  
Property address: \_\_\_\_\_  
Postal address: \_\_\_\_\_  
Contact phone number: \_\_\_\_\_  
Contact email address: \_\_\_\_\_  
Period of occupancy: \_\_\_\_\_

### Property 2

Name of owner: \_\_\_\_\_  
Property address: \_\_\_\_\_  
Postal address: \_\_\_\_\_  
Contact phone number: \_\_\_\_\_  
Contact email address: \_\_\_\_\_  
Period of occupancy: \_\_\_\_\_



### Property 3

Name of owner: \_\_\_\_\_

Property address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Contact email address: \_\_\_\_\_

Period of occupancy: \_\_\_\_\_

### Property 4

Name of owner: \_\_\_\_\_

Property address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Contact email address: \_\_\_\_\_

Period of occupancy: \_\_\_\_\_

## 2. RATIONALE FOR PROPOSED TREATMENT

Please provide reasons for the request e.g. number of anti-social behaviour or criminal incidents, dates and frequency, over what period of time, number of incidents reported to NT Police, police report numbers, connectivity request and accessibility requirements.

The information must relate only to the properties abutting the laneway. Council will survey other properties in the vicinity of the laneway as part of the initial assessment process.

### 3. ACKNOWLEDGEMENT OF FINANCIAL CONTRIBUTION

Where it is not possible to have all property owners sign this section, separate pages may be attached to this form with the respective owner/s signature provided the wording of the acknowledgment is included on the page/s.

The following listed owners acknowledge that:

- (a) A financial contribution may be applicable to City of Palmerston where Council determines that permanent closure of the laneway is possible. Please refer to the City of Palmerston Fees and Charges Booklet, available at City of Palmerston website.
- (b) Payment will be required following the decision of Council to seek permanent closure and prior to commencing the 28-day public submission period.
- (c) A City of Palmerston invoice will be issued for each of the properties abutting a laneway.

Property	Name of owner/s	Property address	Signature/s
#1			
#2			

#3			
#4			

#### 4. ACKNOWLEDGMENT THAT THE WHOLE OF THE CLOSED LANEWAY WILL BE SUBDIVIDED AND AMALGAMATED WITH ABUTTING PROPERTIES

Where it is not possible to have all property owners sign this section, separate pages may be attached to this form with the respective owner/s signature provided the wording of the acknowledgement is included on the page/s.

The following listed owners acknowledge that:

- (a) Where a laneway is bounded by two (2) properties at least one property owner will be required to pay for the value of the acquired land and amalgamate that portion with their property.
- (b) Where the laneway is bounded by four (4) properties at least one property owner on each street frontage will be required to pay for the value of the acquired land and amalgamate that portion with their property.
- (c) Payment will not be required prior to the completion of the permanent closure.
- (d) The amount to be paid will be calculated in accordance with the methodology detailed in the Laneway Management Policy.
- (e) A Contract of Sale will be entered into with the respective property owners upon completion of the process to permanently close the laneway and upon the agreed layout for the subdivision of the land.
- (f) A City of Palmerston invoice will be issued to each of the respective property owners and payment required prior to submitting the documentation to the Land Titles Office for processing.

Property	Name of owner/s	Property address	Signature/s
#1			
#2			
#3			



#4			
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City of Palmerston complies with the information Privacy Principles contained in the Information Act (NT). These principles protect the privacy of personal information collected and held by Council. Council’s privacy statement is available from City of Palmerston, Civic Plaza, 1 Chung Wah Terrace, or via our website on [www.palmerston.nt.gov.au](http://www.palmerston.nt.gov.au).