



LANEWAY CLOSURE APPLICATION

This form is to apply for a laneway closure as per the City of Palmerston Laneway Management Policy.

Please complete all sections of the form.

The completed form may be:

- Scanned and emailed to palmerston@palmerston.nt.gov.au, or
- Posted to CEO, PO Box 1, Palmerston NT 0831, or
- Delivered to Council Office, 1 Chung Wah Terrace, Palmerston.

Should you have any queries in completing the form do not hesitate to contact Council on 8935 9922.

Applicant Details

Name: _____

Address: _____

Contact Phone Number: _____

Contact Email Address: _____

Laneway Location: _____

1. ADJACENT PROPERTY OWNERSHIP DETAILS

Property	Name of Owner/s	Property Address	Postal Address	Period of Occupancy
#1				
#2				
#3				
#4				



2. REASONS FOR PROPOSED LANEWAY CLOSURE

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

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 acknowledgement is included on the page/s.

The following listed owners acknowledge that:

- I. a financial contribution of \$500 will be paid to City of Palmerston where Council determines that permanent closure of the laneway is possible.
- II. Payment will be required following the decision of Council to seek permanent closure and prior to commencing the 28-day public submission period,
- III. A City of Palmerston invoice will be issued for each of the properties abutting the laneway.

Property	Name of Owner/s	Property Address	Signature/s
#1			
#2			
#3			
#4			

This form can be provided in MS Word or editable PDF format and electronic signatures are permitted however Council will independently verify with the signatories.



4. ACKNOWLEDGEMENT 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:

- I. Where a laneway is bounded by two 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.
- II. Where the laneway is bounded by four 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.
- III. Payment will not be required prior to the completion of the permanent closure,
- IV. The amount to be paid will be calculated in accordance with the methodology detailed in the Laneway Management Policy,
- V. 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.
- VI. 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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