

USER NOTE - The person having the benefit of the Complying Development Certificate must give at least **seven (7) days' notice*** in writing of the intention to commence the works to the occupier of each dwelling that is situated within 20m of the lot on which the works will be carried out. All dwellings within an apartment, residential flat, townhouse, villa, dual occupancy etc whose lot falls within the 20m distance are required to be notified. Please ensure this Notice is completed and distributed accordingly. The map attached to your approval may assist you in identifying the property occupiers to be notified. You are required by law to keep a record of the Notification. Works cannot commence until you have completed this notification process and submitted the attached "Advice to Council and PCA – Intention to Commence Work" form to The Hills Shire Council.

* **Two (2) days' notice** applies if the work is in a *residential release area*.

COMPLYING DEVELOPMENT ADVICE TO NEIGHBOURS – WORKS COMMENCING

This notice is required under Section 86(1)(b) of the Environmental Planning and Assessment Act, 1979 and is in accordance with Clause 136AB of the Environmental Planning and Assessment Regulation, 2000

This Notice is to advise you that it is intended to commence work on a development at a property near you. The work has been approved by a Complying Development Certificate (CDC). Details relating to the work and the approved Complying Development Certificate are provided below:

1. Address of the land on which the work is to be carried out

Street No. and name:

Suburb:

Legal description:

Lot

DP/SP

Located within the boundaries of The Hills Shire local government area.

2. Details of the person giving this Notice and whose signature appears below

Name:

Postal address:

3. Description of the work to be carried out (as per description on CDC)

4. Complying Development Certificate details

a) Complying Development Certificate No.

b) Date of Certificate

Issued by *Hills Certifiers* (The Hills Shire Council)

5. Date intended to commence work

The approved Complying Development Certificate including related documentation can be viewed on Council's website www.thehills.nsw.gov.au by selecting the "Application Tracking" option.

Signature of person giving this Notice: _____

Date: _____