

Change in Category of Land (For Rating Purposes)



About this form

You may use this form to request a Change in Category of Land for Rating purposes

How to complete this form

- 1) Ensure that all fields have been filled out correctly
- 2) Please note that fields on this form marked with an * are mandatory and must be completed before submitting the application
- 3) Once completed you can submit this form by email, mail or in person. Please refer to the Lodgement details section for further information

Date: ___/___/___

Part 1 - Application Details:

| | |
|--|--|
| *Ratepayer/ Authorised Person's Name: | |
| Assessment Number: | |
| *Property Address: Include *Lot & DP Number if known: | |
| Postal Address: | |
| *Contact Number: | |
| Email Address: | |

Part 2 - Details of Land:

This application is made under:

- Section 525 (1)(a) of the Local Government Act 1993
- Section 525 (1)(b) of the Local Government Act 1993

| | |
|--|--|
| Current category or sub-category of the Land: | |
| Proposed category or sub-category of the Land: | |
| Details of present or recent used made of the Land: | |
| Reasons why the proposed category or sub-category is more appropriate: | |
| | |
| | |

Part 3 - Application Conditions:

Please be advised that any application for Change in Category is subject to Section 525 and 523 of the Local Government Act 1993 as follows:

Section 525

Application for Change in Category

- 1) A rateable person (or the person's agent) may apply to Council at any time:
 - a) For a review of a declaration that the person's rateable land is within a particular category for the purposes of Section 514: or
 - b) To have the person's rateable person's rateable land declared to be within a particular category for the purposes of that section
- 2) An application must be in the approved form, must include a description of the land concerned and must nominate the category the applicant considers the land should be within
- 3) The Council must declare the land to be within the category nominated in the application unless it has reasonable grounds for believing that the land is not in that category
- 4) If the Council has reasonable grounds for believing that the land is not within the nominated category, it may notify the applicant of any further information it requires in order to be satisfied that the land is within that category. After considering any such information, the Council must declare the category for the land
- 5) The Council must notify the applicant of its decision. The Council must include the reasons for its decision if it declares that the land is not within the category nominated in the application
- 6) If the Council has not notified the applicant of its decision within 40 days after the applicant is made to it, the Council is taken, at the end of the 40-day period, to have declared the land to be within its existing category

Section 526

Appeal against declaration of category

- 1) A rateable person who is dissatisfied with:
 - a) The date on which a declaration is specified, under Section 521, to take effect; or
 - b) A declaration of a Council under Section 525, may appeal to the Land & Environment Court
- 2) An appeal must be made within 30 days after the declaration is made
- 3) The Court, on an appeal, may declare the date on which a declaration is to take effect or the category for the land, or both, as the case requires

Part 4 - Application Declaration:

I declare that I am the Ratepayer or Authorised representative for the Business/ Company the subject of application, and the information I have provided is true and correct in every detail

Ratepayer/ Authorised Name: _____ Signature: _____

Part 5 – Lodgement Details

You can lodge the completed application by:

Email: council@liverpoolplains.nsw.gov.au

Mail: Liverpool Plains Shire Council
PO Box 152, QUIRINDI NSW 2343

In Person: Customer Service Centre
60 Station Street, QUIRINDI NSW 2343
8:30AM to 5:00pm, Monday to Friday

What now? Once your application is received a Council Officer will acknowledge receipt of the application and will respond once an outcome has been determined by Council.

Part 6 – Privacy & Personal Information Protection Notice

Purpose of collection: This information is being collected for the purpose of changing the category

Intended recipients: Liverpool Plains Shire Council employees. Any approved contractors required to provide this service

Supply: The supply of this information is voluntary. If you are unwilling to provide this information, the Liverpool Plains Shire Council may be unable to provide access to Liverpool Plains Shire Council services

Access/ Correction: Please contact Council's Customer Service team by calling 02 6746 1755 or emailing council@liverpoolplains.nsw.gov.au to access or correct your personal information.

Storage: Liverpool Plains Shire Council. Located at 60 Station Street, QUIRINDI NSW 2343 is collecting this information and Liverpool Plains Shire Council will store it securely.

Other uses: Liverpool Plains Shire Council will use your personal information for the purpose for which it was collected and may use it as a is necessary for the exercise of other functions.

For Office Use Only: (Please Circle when applicable)

Date: ____/____/____

Receiving Officer: _____

Signature: _____