

# Application for an Exemption to the Local Nuisance and Litter Control Act



Please complete and return to City of Unley at least six weeks prior to your event/activity. Your application will be assessed and you will be advised by Council regarding your exemption. Please note applications for an exemption incur a \$101 administration fee. The City of Unley will advertise your exemption on [www.unley.sa.gov.au](http://www.unley.sa.gov.au) in accordance with the *Local Nuisance and Litter Control Act 2016*.

<b>Name:</b>	<b>Organisation:</b>
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<b>Event/Activity Name:</b>	<b>Event/Activity Date:</b>	<b>Event/Activity Time:</b>
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<b>The name and contact details of the responsible person:</b>	Person who will be on site during activity if different to above
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<b>Are you applying for or do you hold a liquor licence? (events only)</b>	<b>Yes</b>	<b>No</b>
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<b>The exceptional circumstances for which the declaration is sought:</b>
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<b>The nature of the activity:</b>
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<b>The anticipated sources and kinds of local nuisance generated by the activity:</b>
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**The period for which the declaration is sought:**

**The times of day or periods of time during which the activity is proposed to be carried on:**

**An assessment of the potential for local nuisance and the number of residential and commercial premises occupied by persons likely to be affected by the local nuisance (potentially affected persons):**

**The proposed communication strategy you will undertake with City of Unley, including reporting by the exempt person on progress of the activity and the site nuisance management plan and any unforeseen incidents:**

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# Site Nuisance Management Plan

A Site Nuisance Management Plan (SNMP) must accompany your application and include the following information outlined below. The purpose of a SNMP is to describe the steps that will be taken to prevent, minimise and address any potential adverse effects on the amenity value of an area.

## **Please attach a map showing:**

- › the proposed location of the activity and the likely fixed sources of local nuisance (for example, in the case of a concert, the location and orientation of stages and speakers); and
- › the location of premises occupied by potentially affected persons and the distance of the premises from those sources;
- › the proposed strategy for minimising, managing and monitoring the effects of the local nuisance on potentially affected persons.

## **Please attach:**

- › your proposed communication strategy for communicating with potentially affected persons (identify which residents or businesses that you will advise);
- › a copy of the notice/resident letter (forming part of the communication strategy) proposed to be given to those persons to notify them of the activity, which must include the following details:
  - › the nature of the proposed activity;
  - › the start and finish dates for the activity;
  - › the daily start and finish times for the activity;
  - › the anticipated sources of local nuisance generated by the activity;
  - › the proposed measures to be implemented to minimise the local nuisance;
  - › the name and contact details of the person who may be contacted by potentially affected persons regarding concerns or complaints in relation to the activity.

## **Please attach a Complaints Register:**

The proposed process for recording details about complaints, including:

- › contact details for each complainant;
- › the date and time of the complaint;
- › a description of the complaint;
- › the nature of the activity giving rise to the complaint;
- › any action taken to address the complaint.

## **Lodgement Details**

Please return this completed form with any supporting documents to:

**Email** [pobox1@unley.sa.gov.au](mailto:pobox1@unley.sa.gov.au)

**Mail** PO Box 1, Unley, SA, 5061

**In person** Civic Centre, 181 Unley Road, Unley, SA, 5061

*Your application will be assessed and you will be contacted by a Council representative within 10 business days of receipt of your application.*