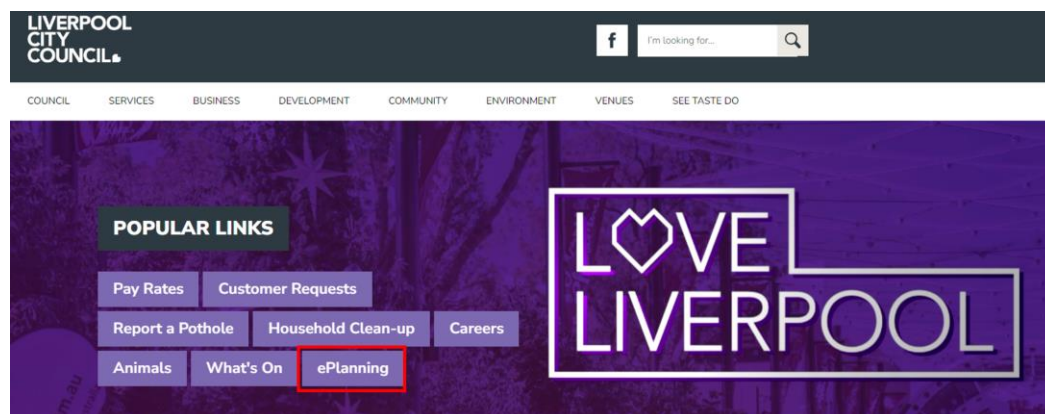


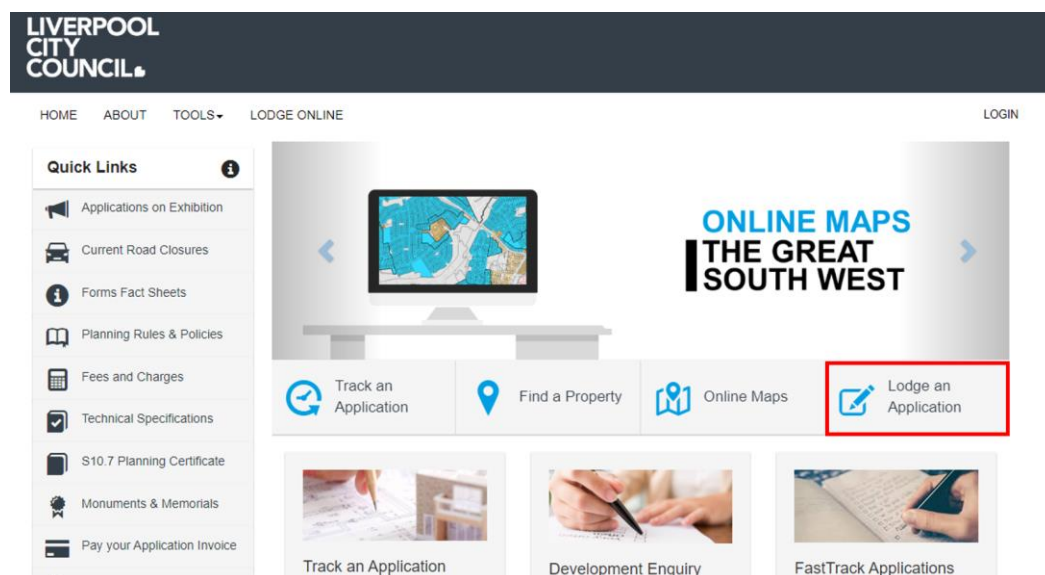
ePathway Online Application Guide

1. Where to find Council's ePathway online Portal

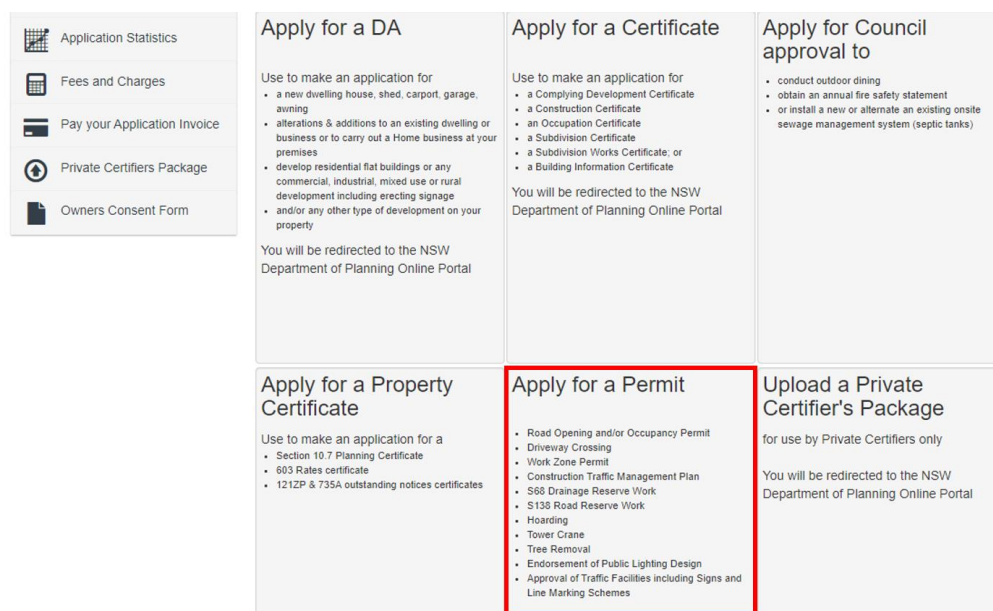
Go to [Liverpool City Council website](http://liverpoolcitycouncil.nsw.gov.au) and click 'ePlanning' under Popular Links:



Click on 'Lodge an Application' button:



Click on 'Apply for a Permit'



Or simply click [here](#) to jump to the sign in page.

2. Register a user account for lodging applications

Click 'REGISTER' on the top-right corner of the page to register an account.



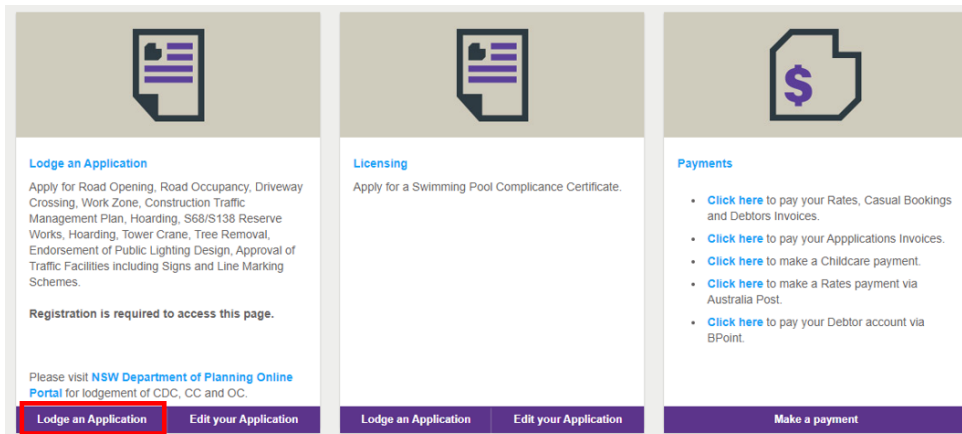
We strongly recommend using your Email Address as your User Name.

The screenshot shows a 'User Details' registration form. It has two input fields. The first field is labeled 'Email Address' and contains the text 'TestUser@gmail.com'. The second field is labeled 'User Name' and also contains the text 'TestUser@gmail.com'.

Please note: Your account will be reviewed and activated within 1-2 business day after registered. A notification email will be sent to your registered email once your account is activated.

3. How to submit an application

Back to the portal sign in page and sign into the portal. Click 'Lodge an Application' button on the portal homepage.



Expand the application list by clicking on the dropdown list.

The screenshot shows a 'Select Application Type' dropdown menu. The dropdown is expanded, showing a list of application types. The option 'Other Applications (Road works, Trees)' is selected and highlighted with a red box. A red arrow points to the dropdown arrow icon on the right.

Choose the application type you want to apply and click 'Next' to continue.

The screenshot shows the application selection screen. On the left, there is a list of application types. The 'Assessment of Traffic Facilities' option is selected, indicated by a radio button and highlighted with a red box. On the right, there is a description of the application and a list of required documents. At the bottom, there is a 'Next' button highlighted with a red box.

Choose 'Submit an Application for a Property' and click 'Next' to continue.

Please select a Location Type

A Development Application is submitted against a Property, Parcel or a Street. Please choose the type of location that this development application will be submitted against.

☒ Submit an Application for a Property.

☐ Submit an Application for a Parcel.

☐ Submit an Application for a Street.

[Previous](#) [Next](#)

Enter the street number and street name of the primary property of the application and click 'Search' to continue. If you cannot locate the property using the property address, you may use the 'Parcel Search' option to search by Lot and DP number.

Address Search Parcel Search

Search for locations using Address details:

Use this option if you wish to search for a property or parcel via the address details. Please enter the address details, then click on the search button to start the search.

Please enter as much information as possible to give adequate search results.

☐ Advanced Search

Street Number

Street Name

Street Type

Suburb

[Previous](#) [Search](#)

Choose the property and click 'Next' to continue.

Number of Properties Found: 1

	Address	Parcel Description
☒	LIVERPOOL CITY COUNCIL ADMINISTRATION CENTRE, 33 MOORE STREET, LIVERPOOL NSW 2170	LOT 2 DP 719245

[Add More Properties](#) [Next](#)

Check the Applicant details. By default, system will pick up the information you entered when registering the account. You may click the icon highlighted in yellow to edit the applicant details. Once checked, click 'Next' to continue.

Identify Parties applicable to this lodgement

This page allows you to identify all parties (such as contacts, contractors etc) that are associated with this lodgement. Please provide as much detail as possible to identify these parties. Please note that you will have to enter the details for any mandatory parties before being able to use the Next button to continue.

Parties	Names	Click to add details
Applicant *	YUXIAO WANG	 

[Previous](#) [Next](#)

Enter the basic information in related to the application. Click 'Next' to continue.

The Application

IMPORTANT: Fees will be calculated by below inputs. Please make sure the information provided below is correct to avoid additional charges.

Proposed Development *

Demo

Are the facilities for a subdivision? (Yes=1/No=0) *

1

Is Liverpool Council the applicant? (Yes=1/No=0) *

0

Previous

Next

Download and fill in the application form and upload all supporting documents attached to this application. Click 'Next' to continue.

* Denotes that the field is mandatory.

Attachments

The maximum file size is 100MB

Download Application Form [Here](#)

Application Form - Assessment of Traffic Facilities *

Choose File No file chosen

Detailed design of traffic facilities

Choose File No file chosen

Detailed design of the signs and line marking scheme

Choose File No file chosen

Locality map

Choose File No file chosen

Road Safety Audit Report

Choose File No file chosen

Design report incorporating Road Safety Audit corrective actions

Choose File No file chosen

Previous

Next

You'll find the amount of your application fee if a fee is required. Click 'Next' to enter the payment information.

Confirm Your Application

Below are some of the details of your Application lodgement. Click the Next button to continue once you are sure that all of the application details have been completed correctly.

Application Type	Assessment of Traffic Facilities
Properties	LIVERPOOL CITY COUNCIL ADMINISTRATION CENTRE, 33 MOORE STREET, LIVERPOOL NSW 2170
Lodgement Fee	\$500.00 *
Pay Now With	Credit Card
Receipt Required?	Yes

* Please be aware that additional fees may be incurred once your application is processed.

I declare that all particulars supplied are correct and all information required have been supplied. I also certify that all information supplied electronically is a true copy of all plans and documents submitted with this application and that electronic data is not corrupt and does not contain any viruses.

I am authorised by the copyright owner of any material submitted with this application to provide this material to Council. In doing so I understand and the copyright owner acknowledges that this material may be made publicly available at Councils offices, on Councils website and to third parties on request.

I consent to Council officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application. I accept that all communication regarding this application will be via the nominated applicant.

☒ I agree to the above terms and conditions

[Previous](#)[Add to Cart](#)[Next](#)

Payment Entry (Advam Host)

Please enter your Credit Card details below, and then click the "Pay" button to process your payment.

Card Number *	
Expiry Month *	01
Expiry Year *	2022
Security Code *	
Card Holder	
Payment Amount	\$500.00
Transaction Reference	DA-21702

[Pay](#)

* Denotes that the field is mandatory.