



## Lane Cove Council

## Sample Letter

Sample letter to be used when approaching adjoining property owners. A signed copy of this letter will be required for Council's files if the easement is refused.

Dear .....

I/we are proposing to redevelop our property at .....

Before we can proceed with this proposal, Lane Cove Council has advised us that we have two options for the drainage of stormwater, the first, which is the preferred method, is to obtain a drainage easement to convey the stormwater runoff from our property to

.....  
This would require you to grant us a drainage easement through your property with all costs for the creation of the easement being borne by us, together with any consideration for the use of your property as may be determined by an independent valuation or later agreement. Alternatively we are prepared to offer you \$..... as compensation for the right to drain our stormwater under your property.

The other alternative is to have the development of our site limited to 35% of the site area to allow sufficient area between the house and our back/side fence next to your property to install an underground dispersal system (absorption) to spread and absorb the stormwater flow into the ground. As the runoff and seepage from this system may flow towards your property and possibly cause some dampness because of the slope of the land the best solution would be to have a drainage system that will convey our stormwater under your property to .....

Could you please indicate your position regarding this matter so that we can advise Lane Cove Council to enable our application to progress.

YES I/we are willing to grant you a drainage easement:

.....  
**Name**

.....  
**Address**

NO I/we are not willing to grant you a drainage easement:

.....  
**Name**

.....  
**Address**