



# OWNER'S CONSENT FORM

Section 8.2 reviews must be determined within the period specified by Section 8.3(20) (either six or 12 months) of the relevant date.

Date of original determination: ...../...../.....

**Note: Must be lodged via the Planning Portal with all applications**

## Property Address (All Lots)

<p><b>1. Applicant</b></p> <p><i>It is important that we are able to contact you if we need more information.</i></p> <p><i>Please give us as much detail as possible.</i></p> <p><i>Council will deal only with the nominated applicant in the event of any query or communication regarding this application.</i></p> <p><b>Please note the Applicant's details are publicly available</b></p>	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/>			
	Applicant			
	Postal Address			
	Mobile Number		Phone Number.	
	Email			

**All owner(s) of the land to be developed must sign the application**

Owners' names must match those included in Council's rates system. If the owner is a company or corporation, then a director, secretary or authorised delegate must sign. If the land is Crown land, an authorised officer of the relevant Crown authority must sign the application. For Strata buildings, the consent of the Owners Corporation is needed for development on common property.

**Owner's Declaration**

As the owner(s) of the above property, I/we consent to the making of this application and authorise and consent to entry of the property site by Council officers for the purpose of processing this application and inspecting the site during development/building works. I acknowledge that the address below will not be used for the service of rates notices.

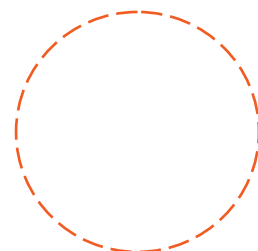
## Owner's Consent Signatures

<p><b>2. Owner's Details</b></p> <p><i>Third Party Signature: If the proposal involves, or relies on, properties other than the development site (e.g., Party Wall Consent or Easements benefitting other sites) owners of those properties must sign this form.</i></p> <p>1) Name of owner 2) Signature of owner 3) Address of affected property</p> <p><b>By signing this form, you give consent for the lodgement of the application described below.</b></p>	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/>			
	Surname/Company Name			
	Full Given Names/ ABN (no initials)			
	Postal Address <i>We will post all letters to this address</i>			
	Phone Number		Mobile Number	
	Email Address			
	Contact Person		<i>Person who may be contacted to discuss the application during business hours.</i>	
1) Name of owner/s		2) Signature of owner/s		3) Address of affected property

If signing on behalf of a company, include signatory's capacity to sign. Please refer to the DA Process for more information about owners' consent.

**Privacy Policy**

The information you provide in this application will enable your application to be assessed by Council and any relevant state agency. Your application will be advertised to the public for comment if the development is designated development, advertised development or is required to be advertised by Community Engagement Protocol. The application and all plans and supporting documentation will be kept by Council and can be viewed by the public at any time. Please contact Council if the information you have provided in your application is incorrect or changes.



Strata Owner's Corporation Common



# DEVELOPMENT APPLICATION CHECKLIST AND DECLARATION

S8.2 Review of Determination

All the details sought in the accompanying checklist must be provided. If you are planning a major development or developing land that may be environmentally sensitive, you will need to seek advice from Council's staff as additional information may be required. On-site inspections are carried out prior to the assessment of any application. As a result of this inspection further information may be requested. A Council Officer will contact you soon after their initial inspection if this is the case.

**A COMPLETED CHECKLIST MUST BE SUBMITTED VIA THE NSW PLANNING PORTAL WITH THE APPLICATION. FAILURE TO PROVIDE ALL REQUIRED DOCUMENTATION OF AN ACCEPTABLE STANDARD WILL RESULT IN YOUR APPLICATION BEING REJECTED FOLLOWING AN INITIAL REVIEW BY PLANNING STAFF.**

<b>1. Applicant</b> (name only)	Name/s		
<b>2. Location of the property</b>  <i>Please complete each field.</i>	Unit No.	House No.	Street
	Suburb		
	Real Property Description (i.e., Lot / DP, etc.)		
<b>Office Use Only</b>	Parcel No. <input type="text"/>		
<b>3. Description of work</b>  <i>Please describe briefly everything that you want approved by the council, including signs, hours of operation, use, subdivision, demolition, etc.</i>	Type	<input type="checkbox"/> Use of land/building	<input type="checkbox"/> Erect a building
		<input type="checkbox"/> Carrying out of works	<input type="checkbox"/> Demolition
			<input type="checkbox"/> Subdivision
			<input type="checkbox"/> Other
	<i>Note: Applications for multiple occupancy or other significant commercial / residential developments will be referred to Council's Design Excellence Panel (DEP). Additional submission requirements are outlined in the Development Checklist.</i>		
<b>4. Estimated cost of work</b> (must be signed)  <i>The estimated cost of the development or contract price is subject to a check by Council before final acceptance.</i>	Estimated cost of work: \$		
	<i>Council reserves the right to seek justification of the estimated cost from the applicant or by an appropriately qualified person.</i>	<i>Name (printed) and qualification. Signature of qualified person certifying value of work</i>	
<b>Declaration</b>  <i>If the applicant is a company or strata title body, this declaration must be signed by a director or authorised delegate, under common seal.</i>	<ul style="list-style-type: none"> <li>I apply for approval to carry out the development or works described in this application. I declare that all the information in the application and checklist is, to the best of my knowledge, true and correct.</li> <li>I also understand pursuant to clause 51 of the EP&amp;A Regulations 2000 that if the information is incomplete the application may be delayed or rejected or more information may be requested. I acknowledge that if the information provided is misleading any approval granted 'may be void'.</li> <li>I accept that Council cannot be liable for delays in processing arising out of inadequacies in the material submitted in support of this application. I acknowledge that where the applicant is not the owner of the land, the owner may be copied in on correspondence relating to this application.</li> <li>I confirm that any electronic data provided is a true copy of all plans (including drawing scale and version number) and associated documents submitted with the Development Application.</li> </ul>		
<b><i>I have read and understood the information stated and I give my consent to Council to make this application, including all supporting documents, plans and specifications for any residential parts of the application, available for public access at Council offices and, where indicated on this form as 'External Masterview', on Council's website.</i></b>			
Applicant Signature: _____		Date: _____	
<b>Copyright Note</b> The Applicant is responsible for obtaining all copyright licences necessary from the copyright owners for this purpose.			

## 1. Access to information

The information provided by you on this form will be used by Council, or its agents, for administrative and assessment purposes to process this application. Once collected, the information on this form, and on supporting documents, can be accessed by the public in accordance with Council's Access to Information Policy, Publication Guide, and Privacy Management Plan.

For more information, please refer to the Council *Access to Information Policy* - available on Council's website. See also the Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.

## 2. Application (DA) Tracking

The assessment of development application can be followed via Council's DA tracking facility online.

The information that can be viewed on DA Tracking is clearly labelled on this checklist form. All items labelled 'External Masterview' in red will be publicly accessible through Council's website.

## 3. Notification of the Development Application

**If the development application requires notification, it will be advertised in accordance with Council's Community Engagement Protocol (incorporating Community Participation Plan requirements under the EP&A Act 1979). Note, in accordance with EP&A Act (Regulations) 2000, all development applications must be publicly notified with a notice attached to the property fence or building. In attaching the required notice, Council will take all due care but accepts no responsibility for any minor damage that may occur to finishes and paintwork through the use of any adhesives or other fixings. The protocol is available on Council's website.**

## 4. Determination

The application will most likely be determined under delegation by Council's Development Services team unless it meets certain criteria to be referred to either the North Sydney Local Planning Panel (NSLPP) or the Sydney North Planning Panel (SNPP). Applicants will be advised accordingly through the assessment process.

## 5. Lodgement Requirements for Review Applications

Section 8.2(3) of the Environmental Planning and Assessment Act 1979 provides that in requesting a Review, the applicant may amend the proposed development the subject of the original application for development consent or for modification of development consent. The consent authority may review the matter having regard to the amended development, but only if it is satisfied that it is substantially the same development.

If amended plans are submitted with the review application, the plans must be at a scale of 1:100 and show all the changes in colour in accordance with AS1100.301. The application shall include written justification as to why Council should change its determination and where necessary provide supporting expert reports as nominated on the checklist within the DA Checklist and Applicant Declaration.

REQUIRED	SUPPLIED		
<p><b>■ PLANS</b></p> <p><b><u>Digital Specifications</u></b></p> <ul style="list-style-type: none"> <li>• Please refer to NSW Planning Portal lodgement requirements <a href="http://www.planningportal.nsw.gov.au">www.planningportal.nsw.gov.au</a></li> <li>• All plans and documents must be named appropriately as shown below</li> <li>• All plans are to show new work in colour and be rotated to landscape.</li> <li>• All plans and documents must be in PDF format.</li> <li>• Each document and report must be submitted as an individual PDF document.</li> <li>• Architectural plans should be saved together.</li> <li>• Plans must be converted to PDF file electronically and not scanned.</li> <li>• Plans should be to the preferred scale of 1:100 on A3.</li> </ul> <p><b><u>Naming of Documents and Plans</u></b></p> <ul style="list-style-type: none"> <li>• The naming of documents and plans should not exceed 250 characters.</li> </ul> <p><b>Documents:</b></p> <ul style="list-style-type: none"> <li>• Address - Name of Report - Date of Report</li> </ul> <p><b>Plans:</b></p> <ul style="list-style-type: none"> <li>• Address - Name of Plan - Size - Plan Number - Revision No</li> </ul>	YES	NO	WHY NOT
	<input type="checkbox"/>	<input type="checkbox"/>	

COLOURED PLANS / ELEVATIONS / SECTIONS			
<p>Brick - Red; Rooftiles - Orange; Concrete - Dark Green; Tile - Purple; Fibre Cement Sheets / Cement Render - Light Green; Glass and Glass Bricks - Light Blue; Sandstone - Light Brown; Timber - Yellow; Steel &amp; Galvanised Iron - Dark Blue.</p> <p><i>Note: Only new works need to be coloured on plans</i></p>	YES	NO	WHY NOT
	<input type="checkbox"/>	<input type="checkbox"/>	

REQUIRED	SUPPLIED		
<p><b>■ A4 PLAN FOR NOTIFICATION PURPOSES</b></p> <p><b>Must be 1 page only and indicates the height and external configuration of all elevations, as erected, in relation to the site boundaries.</b></p> <p><b><u>If no appropriate A4 plans are submitted, this may lead to delays with notification of the application and processing times.</u></b></p> <p><b>Note: If you are applying for Integrated Development Consent you will be invoiced directly by the Department of Planning, Industry and Environment (via the Planning Portal) \$320.00 for each integrated/ concurrent authority.</b></p> <p>Plans must be drawn to scale (preferably 1:100) and on A4 or A3 size paper. (Larger plans will only be accepted on prior agreement of Council) Free hand, single line or illegible drawings will not be accepted.</p> <p>The following information should be included on all plans and documents:</p> <ul style="list-style-type: none"> <li>• Applicant's name, block/house/shop/flat number, street/road name, town or locality . . . . .</li> <li>• Lot Number, section number, DP number. (Found on rate notice or land title) . . . . .</li> <li>• Measurements in metric . . . . .</li> <li>• The position of true north . . . . .</li> <li>• Building, or parts of building to be demolished to be indicated in outline . . . . .</li> <li>• Draftsman/Architect name and date . . . . .</li> </ul>	YES	NO	WHY NOT
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

**REQUIRED**

**SUPPLIED**

	YES	NO	WHY NOT
<p><b>■ SURVEY PLAN</b></p> <p><u>Information Should Include:</u></p> <ul style="list-style-type: none"> <li>• Plan to scale preferably 1:100.</li> <li>• Plan to show all existing structures.</li> <li>• Plan to show all trees greater than 5 m in height +/- 3 m in canopy spread. The exact location of any such tree, the RL at their base and their height and canopy spread.</li> <li>• Location/position of all buildings/structures on adjoining land (showing street number and street address) and ridge heights of those buildings or structures at the boundary.</li> <li>• Levels - contour and spot levels.</li> <li>• Easements and rights of way including common or party walls</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ SITE PLAN</b></p> <p>A site plan is a birds-eye view of the existing and proposed development on the site and its position in relation to boundaries and neighbouring developments.</p> <p><u>A site plan should include:</u></p> <ul style="list-style-type: none"> <li>• Drawings must be to scale preferably 1:100.</li> <li>• Location of the new and existing buildings in relation to site boundaries, with dimensioned setbacks to boundaries.</li> <li>• Location/position of all buildings/structures on adjoining land (showing street number and street address).</li> <li>• Location of any existing and proposed fences and landscaping features such as swimming pool, retaining walls, paved areas and driveways.</li> <li>• Relative location of adjoining buildings.</li> <li>• Location of any adjoining owner windows facing your development.</li> <li>• Existing stormwater drainage location. If stormwater run-off or roof area will increase show proposed drainage details/concept plan, including discharge location and tank location.</li> <li>• Location of pedestrian and vehicle access and car parking (indicating extent of cut and fill and gradients). Engineering details may be required.</li> <li>• Location/position of proposed Fire Fighting Booster/Hydrant Systems and Electrical Sub - Stations.</li> <li>• Where driveways or other alterations are proposed to Council's infrastructure, detailed sections of gradients and levels must be provided sufficient for assessment purposes. This may necessitate long sections of the footpath or sections to the centre lane of the road reserve.</li> <li>• Zone boundaries if multiple zoning applies.</li> <li>• Site safety and security fencing during construction.</li> <li>• Erosion controls to be implemented.</li> <li>• Vegetation.</li> <li>• Services.</li> <li>• Natural features.</li> <li>• Heritage and archaeological features.</li> <li>• Views.</li> </ul> <p><u>Measurements including:</u></p> <ul style="list-style-type: none"> <li>• Length, width and site area of land, both existing and proposed.</li> <li>• Width of road reserve.</li> <li>• Distance from external walls and outermost part of proposed building to all boundaries.</li> <li>• Approximate distance from proposed building to neighbouring buildings.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**REQUIRED**

**SUPPLIED**

	YES	NO	WHY NOT
<p><b>■ FLOOR PLAN</b> (Existing and proposed)</p> <p>A floor plan is a birds-eye view of your existing and proposed layout of rooms within the development. Please include the following:-</p> <ul style="list-style-type: none"> <li>• All new work to be coloured (according to colour schedule specified at beginning of checklist)</li> <li>• Drawings must be to scale, preferably 1:100 on A3.</li> <li>• Outline of existing building/development on site (shown dotted).</li> <li>• Existing floor plans showing existing layouts of areas within the property affected by the proposal.</li> <li>• Demolition plan.</li> <li>• Room names, areas and dimensions.</li> <li>• Dimensions from external walls and rooflines to all boundaries to be shown.</li> <li>• Window and door locations and sizes.</li> <li>• Floor levels and steps in floor levels. (RL's)</li> <li>• Access for disabled (if in a new public building).</li> <li>• Location of plumbing fixtures (where possible).</li> <li>• Wall structure type and thickness.</li> <li>• Proposed use of available roof space.</li> <li>• <b>Site coverage/Landscape area/Unbuilt upon plan.</b></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ ELEVATION PLAN</b></p> <p>Elevation plans are a side on view of your proposal. Drawings of all effected elevations (north, south, east and west facing) of your development need to be included in your application. <u>Elevation plans should include:</u></p> <ul style="list-style-type: none"> <li>• All new work to be coloured (according to colour schedule specified at beginning of checklist)</li> <li>• Drawings to scale preferably 1:100 on A3.</li> <li>• Outline of existing building/development on site (shown dotted).</li> <li>• Location/position of all buildings/structures on adjoining land (showing street number and street address).</li> <li>• Exterior cladding type and roofing material/colour.</li> <li>• Window sizes and location.</li> <li>• Stormwater drainage pipes (downpipes and gutter).</li> <li>• Chimneys, flue exhaust vents, duct inlet or outlet.</li> <li>• RL's for ridge, floor and ground level as a minimum.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ SECTION PLAN</b></p> <p>A section(s) is a diagram showing a cut through the development at the most typical point. <u>Sections should include:</u></p> <ul style="list-style-type: none"> <li>• All new work to be coloured (according to colour schedule specified at beginning of checklist)</li> <li>• Drawings to scale preferably 1:100.</li> <li>• Outline of existing building/development on site (shown dotted).</li> <li>• Section names and where they are shown on plan (i.e., A/A B/B etc).</li> <li>• Room names.</li> <li>• Room and window heights.</li> <li>• Details of chimneys, fireplaces and stoves.</li> <li>• Roof pitch and covering.</li> <li>• Site works, finished and proposed floor &amp; ground levels in RL's (indicate cut, fill and access grades).</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**REQUIRED**

**SUPPLIED**

	YES	NO	WHY NOT
<p><b>■ SHADOW DIAGRAMS</b>                      (For proposals which will result in an increase in shadowing or any breach of the building height plane)</p> <p>1) Shadows cast at the equinoxes (21 March and 21 September) and midwinter (21 June) at 9.00 am, 12.00 noon and 3.00 pm in plan form; and, if applicable;</p> <p>2) Elevation shadows if shadows fall upon neighbouring dwellings. Details provided in elevated shadow diagrams must include any window openings. The survey information on which the shadow diagrams are based must be provided to Council with this application.</p> <p><u>Information should include:</u></p> <ul style="list-style-type: none"> <li>• Location of proposed development.</li> <li>• Position and relationship to adjoining buildings and land (showing street number and street address).</li> <li>• Shadow diagrams must show existing shadows in plan and elevation.</li> <li>• Shadow diagrams to be certified by either surveyor, architect, planner, computer modeler at the time of submission (form available from Council).</li> <li>• Must be drawn to true north.</li> <li>• Scale for all plans must be at 1:100.</li> <li>• Alternative forms of shadow diagrams may be presented, but Council reserves the right to call for the plans in simple elevation and plan form.</li> </ul> <p><b>NOTE: Additional shadow diagrams will be requested should this issue be given determinative weight during the assessment process. Applications for development within the North Sydney CBD are covered by special LEP requirements and hourly shadow diagrams may be required for the equinoxes and solstices between 9.00 am and 3.00 pm.</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ SUBDIVISION PLAN</b>  <b>Land or Strata</b></p> <p>If you are planning to subdivide either residential or commercial land you will need to supply (where appropriate):</p> <ul style="list-style-type: none"> <li>• A plan showing proposed subdivision with land title details (including number of lots).</li> <li>• Location and width of nearby roads.</li> <li>• Subdivision pattern with dimensions and area and all proposed and existing land uses.</li> <li>• Location of water, sewerage, electricity and telephone.</li> <li>• Proposed points of entry and exit for each proposed lot.</li> <li>• Proposed method of stormwater disposal.</li> <li>• Proposed new roads (if any) including long section, cross section drawings.</li> <li>• Site analysis including plotting of environmental constraint area, zone boundaries and usable land area (for multiple zones only).</li> <li>• Indicative Plan of proposed development on new lot(s).</li> <li>• Relative levels for both the subject land and adjacent streets/footpaths.</li> <li>• Party walls, if relevant.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

REQUIRED	SUPPLIED		
<p><b>■ LANDSCAPING PLAN</b> (For new buildings and redevelopments)</p> <p>Information should include:</p> <ul style="list-style-type: none"> <li>• All new work to be coloured (according to colour schedule specified at beginning of checklist) • Description of ground preparation, arrangement and nomination of plantings, procedures and ongoing maintenance.</li> <li>• Location and type of any trees to be removed.</li> <li>• Schedule of plantings cross-referenced to site plan indicating species, massing and mature height.</li> <li>• Details of restoration and treatment of earth cuts, fills, mounds, retaining walls, fencing and screen walls.</li> <li>• Erosion and sedimentation control measures to be undertaken during and after construction.</li> <li>• Relative levels for both the subject land and adjacent streets/footpaths.</li> <li>• Rock outcrops and soil depth above bedrock.</li> </ul> <p><b>Note: Additional information is required if the site is identified on the Bushland Buffer Map contained within DCP2013.</b></p>	YES	NO	WHY NOT
<p><b>■ MODEL</b> (If required, to be submitted with the lodgement of the DA)</p> <p><b>A model is required</b> for proposed residential development containing four or more dwellings, or for non-residential development with a floor area of 500 m<sup>2</sup> or more. The model is to be to scale, preferably 1:100 and to indicate the relationship of the proposal to adjoining development and topographical features. A model may be submitted for other development types if desired and is of assistance to Council.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ EFFICIENT USE OF RESOURCES COMMITMENT TABLE</b></p> <p>An efficient use of resources commitment table is to be completed for all applications for non-residential development with a proposed or additional floor area of less than 5,000m<sup>2</sup></p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ GREEN STAR RATING</b></p> <p>All applications for non-residential development with greater than 5000 m<sup>2</sup> gross floor area must submit evidence that the building design has been awarded a 5-star Green Star rating. Refer to DCP 2013 for details.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ BASIX CERTIFICATE</b></p> <p>(New dwellings, multi occupancy dwellings, duplexes, alterations and additions and new swimming pools)</p> <p>New dwellings, multi occupancy dwellings, duplexes, alterations and additions and new swimming pools must be accompanied by a valid BASIX certificate.</p> <p>This certificate can only be obtained through the BASIX website <a href="http://www.basix.nsw.gov.au">www.basix.nsw.gov.au</a>. Visit the website for more information, including a fact sheet and independent cost estimate.</p> <p>Projects for alterations and additions with a value of more than \$50,000 or swimming pools with a capacity of 40,000 litres or more are required to submit a BASIX certificate on lodgement of the application.</p> <p><b>Council cannot accept these applications without this certificate. All nominated BASIX commitments must be shown and clearly marked on all submitted plans to Council.</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ DESIGN EXCELLENCE PANEL (DEP)</b></p> <p>If your application is referred to the Design Excellence Panel, Council will inform you by email prior to the meeting so that documentation can be provided and forwarded to panel members for review prior to the meeting.</p>	<input type="checkbox"/>	<input type="checkbox"/>	



**REQUIRED**

**SUPPLIED**

**■ EXCEPTIONS TO DEVELOPMENT STANDARDS**

**YES NO WHY NOT**

Applicable development standards for variation under clause 4.6 to LEP 2013.

- LEP2013CIs 4.1 - Minimum subdivision lot size
- LEP2013 - Cls 4.3 - Height of Buildings
- LEP2013 - Cls 4.4 - Floor space ratio
- LEP2013 - Cls 4.4A - Non-residential floor space ratio ranges
- LEP2013 - Cls 6.3(2)(c) - Building heights & massing (North Sydney Centre)
- LEP2013 - Cls 6.4 - Miller Street setback (North Sydney Centre)
- LEP2013 - Cls 6.6(1) - Dual occupancies (lot size and common walls)
- LEP2013 - Cls 6.8(3) - Development of land in Zone IN4 (outdoor seating)

(If yes, please tick specific objections listed)

**Note: Clause 4.6 to LEP 2013 provides flexibility in the application of certain planning controls where strict compliance with those development standards would, in any case, be unreasonable or unnecessary or tend to hinder the attainment of the objectives specified for each development standard.**

**Your application cannot be processed favourably without a submission made in accordance with clause 4.6 to LEP 2013.**

**■ STATEMENT OF ENVIRONMENTAL EFFECTS**

*required for all applications*

This is a written statement which demonstrates the applicant has considered the impact of the proposed development on the natural and built environments both during and after construction and the proposed method of mitigating any adverse effects. The statement of environmental effects must address the relevant development controls and standards under the provisions of the North Sydney LEP 2013 and DCP 2013 which relate to the development proposal.

The statement, in appraising the suitability of land for development, should detail (where applicable):

- Flooding, drainage, land slip, soil erosion, mine subsidence, bushfires and any other risks.
- Effect on the landscape, streetscape, national park or scenic quality of the locality.
- Impact on existing and future amenity of the locality.
- Amount of traffic generated, particularly in relation to the adequacy of existing roads and present volumes of traffic carried. Car access, parking and availability of public transport.
- Waste disposal arrangements. Location of garbage and storage areas.
- Methods of sewerage effluent and stormwater disposal.
- Availability of utility services, power, telephone, water/sewer.
- Social effects and economic effects.
- Anticipated impact of noise levels to the site locality.
- Effect on historical and archaeological aspects.
- Effect on flora and fauna.
- Design and external appearance in relation to the site and locality indicating how the design is appropriate to the site, including a specification of the external materials to be used.  
How the privacy, daylight and views of other dwellings will be affected, i.e., do they overlook or overshadow each other.
- Access for the disabled.
- Any special circumstances.

**Note: other matters may be relevant depending upon the nature of the development proposal. In the case of a “designated” development, an environmental impact statement is required to be submitted in the manner outlined by Environmental Planning and Assessment Act.**

**REQUIRED**

**SUPPLIED**

	YES	NO	WHY NOT
<p><b>■ RESIDENTIAL FLAT BUILDING</b></p> <p>If the development application relates to residential flat building development to which State Environmental Planning Policy No 65 - Design Quality of Residential Flat Development applies (SEPP 65), the following information must be submitted with the statement of environmental effects:</p> <ul style="list-style-type: none"> <li>(a) an explanation and design verification statement from a Registered Architect of the design in terms of the design quality principles set out in Part 2 of SEPP 65</li> <li>(b) drawings of the proposed development in the context of surrounding development, including the streetscape,</li> <li>(c) development compliance with building heights, building height planes, setbacks and building envelope controls (if applicable) marked on plans, sections and elevations</li> <li>(d) drawings of the proposed landscape area, including species selected and materials to be used, presented in the context of the proposed building or buildings, and the surrounding development and its context</li> <li>(e) if the proposed development is within an area in which the built form is changing, statements of the existing and likely future contexts,</li> <li>(f) photomontages of the proposed development in the context of surrounding development</li> <li>(g) a sample board of the proposed materials and colours of the façade</li> <li>(h) detailed sections of proposed facades</li> <li>(i) a model that includes the context</li> <li>(j) apartment design guide compliance table.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ LOW RISE MEDIUM DENSITY DEVELOPMENT</b></p> <p>For Low Rise Medium Density Development (<i>including dual occupancies, manor houses, terraces, town houses, villas as well as shop top housing where it includes more than one residence</i>) a Design Verification Statement is to be submitted with the DA. This is to be prepared in accordance with the provisions of Part 4 of the Low-Rise Medium Density Design Guide. The table is to identify each relevant control, describe how the design complies with each control and justify any areas of non-compliance. The compliance table is to be prepared by the qualified architect or building designed accredited by the Building Designers Association of Australia who directed the design of the development. Please refer to the template for Design Verification Statements included in the appendices of the Design Guide.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ ADVERTISING STRUCTURE/SIGN</b> (Advertising applications only)</p> <p><u>If you are planning on erecting an advertising structure or sign you will need to supply the following:</u></p> <ul style="list-style-type: none"> <li>• Details of the structure, materials to be used and how it will be fixed to the building.</li> <li>• Its size, colours, lettering and overall design.</li> <li>• The proposed location shown on a scale plan and building elevation.</li> <li>• The amount and extent of light spill.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

REQUIRED	SUPPLIED		
	YES	NO	WHY NOT
<p><b>■ HERITAGE IMPACT STATEMENT</b></p> <p>(For all applications involving heritage items or works to buildings in conservation areas)</p> <p>The Statement of Heritage Impact (SHI) should be prepared by a relevantly qualified person, listed with the NSW Heritage Office as a Consultant, or be to the satisfaction of Council's Conservation Planner. The Statement of Heritage Impact should be concise and must adhere to the model format.</p> <p>Generally:</p> <ul style="list-style-type: none"> <li>• For major partial demolition, complete demolition, additions or change in use to, of a heritage item, a heritage consultant and/or a structural engineer experienced in heritage issues should prepare the SHI.</li> <li>• For major works to heritage items and works to a state significant item the SHI should follow the standard recommended by the NSW Heritage Office guidelines.</li> <li>• A heritage consultant must prepare the Statement of Heritage Impact if the heritage item is of state significance.</li> </ul> <p><i>Further information regarding the required content of a SHI is available on Council's website in the publication 'Fact Sheet: Statements of Heritage Impact'.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ EROSION AND SEDIMENT CONTROL PLAN</b></p> <p>(For all works that require excavation)</p> <p>An Erosion and Sediment Control Plan must be submitted in accordance with Part B: Section 17 - Erosion and Sediment Control of DCP 2013. Plan of controls to be installed on site and should cover; site access, division of water, sediment basins and pump outs, sediment fences, gutter protection, stockpiles and dust control.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ STORMWATER MANAGEMENT PLAN</b></p> <p>A Stormwater Management Plan must be submitted in accordance with Part B: Section 18 - Stormwater Management of DCP2013.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ WASTE MANAGEMENT PLAN</b></p> <p>(For new residential and commercial developments)</p> <p>A Waste Management Plan must be submitted in accordance with Part B: Section 19 - Waste Management of DCP 2013.</p> <p>Details of waste storage and disposal and should cover; location of waste storage area (garbage and recycling), location of collection area, construction of storage room, number of bins (garbage and recycling) and hours of collection.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ FIRE SAFETY MEASURES SCHEDULE</b></p> <p>a) Proposed alterations to existing building (BCA Class 2 to 9) are to be accompanied by a fire safety measures schedule listing all existing and proposed fire safety measures (including the standards of performance) to be installed within the building as a result of the proposed works.</p> <p>b) In addition to the above; If the development involves a change of use of a building (other than a dwelling-house or a building or structure that is ancillary to a dwelling-house):</p> <ul style="list-style-type: none"> <li>(i) a list of Category 1 fire safety provisions (as defined in the EP and A Regulations) that currently apply to the existing building, and</li> <li>(ii) a list of the Category 1 fire safety provisions that are to apply to the building following its change of use.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>■ CONTAMINATED LAND MANAGEMENT</b></p> <p>Contamination is a concentration of any substance that presents a risk to human health or the environment.</p> <p>a) Are you aware of any contamination of the site, or land near the site, no matter when and no matter who caused that contamination?</p>	<input type="checkbox"/>	<input type="checkbox"/>	

**REQUIRED**

**SUPPLIED**

**■ CONTAMINATED LAND MANAGEMENT** *Continued*

**YES**    **NO**    **WHY NOT**

b) Has the site ever been used for any activity which may have resulted in the contamination of the site, or land near the site?

c) Do you know if the site or land near to a site has been used for any of the following activities at any time?

- |   |  |
|---|--|
| • Acid/alkali plant and formulation       | • Landfill sites                           |
| • Agricultural/horticultural activities   | • Metal treatment                          |
| • Airports                                | • Mining and extractive industries         |
| • Asbestos production and disposal        | • Oil production and storage               |
| • Boatyards                               | • Paint formulation and manufacture        |
| • Chemical manufacture and formulation    | • Panel beating                            |
| • Council works depot                     | • Pesticide manufacture and formulation    |
| • Defence works                           | • Power stations                           |
| • Drum re-conditioning works              | • Railway yards                            |
| • Dry cleaning establishments             | • Scrap yards                              |
| • Electrical manufacturing (transformers) | • Service stations                         |
| • Electroplating and heat                 | • Sheep and cattle dips treatment premises |
| • Engine works                            | • Smelting and refining                    |
| • Explosives industry                     | • Spray painting substations (electrical)  |
| • Funeral Parlours                        | • Tanning and associated trades            |
| • Gas works                               | • Waste storage and treatment              |
| • Iron and steel works                    | • Waterboard plant or depot                |
|   | • Wood preservation                        |

d) Do you know if the site or land near the site has ever been remediated or investigated for contamination?

The applicant must submit a preliminary investigation report if the answer to any of these questions is 'yes'. Refer to Section 14 to Part B of DCP 2013 for details of preliminary investigation and possible subsequent steps.

Office Use Only

Fee Type	\$	Receipt No.	Date
Assessment (701)			
Inspection Fee (717)			
Advertising (710)			
Compliance Levy (736)			
Archiving (722)			
Plan 1 <sup>st</sup> (731)			
Strata Subdivision (707)			
Land Subdivision (707)			
Designated Development (701)			
Integrated Development (701)			
Other			

**FOR COUNCIL USE - Section 8.2 Fees**

Total	Receipt	Date	Time	Initial
Review of Determination - Cashier Code 725		Archiving Code - 722		Inspection - Code 717

**COUNCIL USE ONLY**

Customer Service Officer:

Comments:

Checked by - Customer Service Officer Signature: