

Application for Development Consent

Section 4.12 of the Environmental Planning & Assessment Act 1979

<p>Under the <i>Government Information (Public Access) Act 2009</i> we may be required to publicly release any correspondence or information we have on this matter, which means your personal information may not be confidential and may appear on Council's website.</p> <p>Political Donations and Gifts Disclosure Statement forms will be kept in a public register held at Council's Administration Building and may also be available on our website.</p> <p>Use this form to apply for development consent ONLY. Once Council has assessed your application, you will receive a notice of the determination.</p> <p>To minimise delays, please ensure that the form has been filled out correctly and that you have submitted all the necessary information.</p> <p>Have you attended a prelodgement meeting?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Date of Meeting: _____</p>	<p><u>OFFICE USE ONLY</u></p> <p>DA No: _____</p> <p>Receipt No: _____</p> <p>Fees DA (044): _____</p> <p>Fees Adv (045): _____</p> <p>Date Received: _____</p> <p>Parcel No: _____</p> <p>Other: _____</p> <p>Integrated: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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Please note that this application will only be received between the hours of 8.30am and 4.30pm on working days. Any applications after this time will be processed the following day.

IMPORTANT NOTICE

PLEASE READ EACH PAGE CAREFULLY AND ANSWER EVERY QUESTION THAT APPLIES TO YOUR DEVELOPMENT

1. Details of the applicant

Mr Ms Mrs Other

Given name (or A.C.N)

Family name (or Company Name)

2. Identify the land to be developed

Unit/Street No.

Street Name

Suburb

Postcode

Lot No.

Section, DP No.

You can find details on your rates notice from Council or on title documents for the land.

3. Describe what you propose to do?

Will this proposed work involve (you may need to make more than one selection):

- erecting, altering or adding to a building or structure
- is it a temporary building or structure? Yes No
- subdividing land
- subdividing a building into strata units
- demolition (part or whole)
- changing the use of land or a building or the classification of a building under the *Building Code of Australia (without building, subdividing or demolishing)*
- use of a building as a place of public entertainment (you will need to provide details concerning maximum number of persons)
- other work (eg sign, earthworks etc)

Note: If you do not apply for demolition on this application and you need approval for demolition (refer to Council's *Exempt Development Control Plan*) a separate development application will be required.

Please give a detailed description of your proposal. If there is insufficient space, please attach your description. Include staging if applicable.

Estimated Cost – the 'contract price' – of the development (this figure is used in determining any fees applicable to this application, including those fees that are required to be paid at lodgement of this application)

This estimated value of work must include the cost of materials and all labour costs and is based on the cost incurred if a contractor carried out the works. **This is not the cost of an owner/builder undertaking the work.** If demolition or land modification ie excavation or fill is required, these costs **must** be included in the estimated value.

Please note that Council will check the estimated cost provided on your development application when lodged. Incorrectly paid fees will result in delays in your application.

DEMOLITION:	<input type="text" value="\$"/>
CONSTRUCTION:	<input type="text" value="\$"/>
OTHER:	<input type="text" value="\$"/>
TOTAL PROJECT VALUE:	<input type="text" value="\$"/>

4. What are the environmental effects of your development?

To assess your proposal, Council needs to understand the impact it will have. To enable Council to understand your development, you need to clearly describe your proposal. If you are proposing to operate a business or undertake an activity, you need to describe how it will operate. eg hours of trade, how many staff and so on.

You may need to provide one or more of the statements listed below to explain the environmental effects of your proposal. An Environmental Impact Statement (EIS) is only required where development is designated.

- Environmental impact statement (EIS) Statement of environmental effects

5. Concurrences

If you need concurrence from a state agency please identify below. If you are unsure, please discuss your proposal with Council's Customer Services.

Do you require concurrences? Yes No

Department of Planning (eg SEPP No. 1 – Development Standards) (SEPP No. 14 – Coastal Wetlands)

Roads & Traffic Authority (Roads Act, 1993, s138[2])

Other, Please describe

An additional fee is payable for each concurrence. The fee is \$320 and must be made, paid in the form of a cheque to the relevant State agency. An administration charge also applies for each concurrence being \$140 payable direct to the Council.

6. Integrated Development

Please refer to 'Development Applications – A Guide' for detailed information

If you need an approval from another State agency in addition to Council's development consent, your development is known as integrated development.

The additional agency will be involved in the assessment of your proposal and you will need to provide appropriate and sufficient information for the approval body to assess your application. You will also need additional copies of your application for each agency. Council can advise you on this further.

Is your application integrated? Yes No

Note: An additional fee is payable for each additional approval. The fee is \$320 and must be made, paid in the form of a cheque to the relevant State agency. An administration charge also applies for each approval being \$140 payable direct to the Council.

If yes, list the approval(s) you require and the name of the relevant agency.

Note: The onus is on the applicant to identify if additional approvals are required. If, as a result of assessing your application it is identified that an additional approval is required, this will delay your application.

7. Do you need any other Council Approval?

You may also need approvals under Section 68 of the *Local Government Act, 1993*. Please tick the approval you require below. For more information, please refer to the information sheets on how to fill out this form.

Onsite waste treatment and management facility (eg envirocycle, eomax) Stormwater drainage work (eg connection of private drains to public drains)

Install a solid fuel (wood) heater Swing hoists or goods over public roads

Other, please detail

8. Construction

Do you wish to apply for a construction certificate with your development application? Yes No

If yes, please fill out the construction certificate form. Combined applications will require you to have final construction drawings which may be costly. If any design modifications are required, construction drawings will need to be amended to reflect the development consent.

Note: Works cannot start until you have a construction certificate and a Principal Certifier (PC) has been appointed.

9. Political donations and gifts disclosure statement (Effective from 1 October 2008)

Have you, or are you aware of any person having a financial interest in the application, made a 'reportable political donation' or 'gift' to a Councillor or Council employee in the past two years?

Yes – (Fill out the disclosure form) No

Note: Any 'reportable political donation' or 'gift' made after lodgement of the application and prior to its determination, must also be disclosed within seven days of the making of the donation/gift. *Environmental Planning & Assessment Act 1979, Section 10.4*

10. Construction Statistics

This information is required by the Australian Bureau of Statistics (ABS) and must be completed if building work is involved. The ABS requires that the description which best describes the materials to be used for wall, floor, roof and frame construction be nominated from the schedule below.

Walls	Frame	Floor	Roof
Brick Veneer	Timber	Concrete	Aluminium
Full Brick	Steel	Timber	Concrete
Single Brick	Other	Other	Concrete Tile
Concrete Block	Unknown	Unknown	Fibrous Cement
Concrete Masonry			Fibreglass
Concrete			Masonry/Terracotta Shingle
Steel			Tiles
Fibrous Cement			Slate
Hardiplank			Steel
Timber/Weatherboard			Terracotta Tile
Cladding/Aluminium			Other
Curtain Glass			Unknown
Other			
Glass			

Tick whether:

New Alterations Additions

Building Construction Cost:
(Include labour but exclude cost of landscaping and car parking, etc)

Existing Development:

Type of Construction (*select type from schedule provided on the previous page*)

Wall

Frame

Floor

Roof

Colour of Walls (*specify*)

Colour of Roof (*specify*)

Floor Area (*for dwellings - exclude garage*) m²

Number of Storeys

For Residential Units (including dual occupancies)
State Number of New/Additional Units

and tick whether Attached Detached

If Structure Is a Dwelling, state whether
separate house, kit house or transportable
dwelling (excluding caravan or mobile home)

11. Details of the Applicant

Mr Ms Mrs Other

Given name (or A.C.N) Family name (or Company Name)

Position in Company (if applicable)

Unit/Street No. Street Name Suburb

State Postcode Daytime Telephone Fax

Mobile Email

Contact Person Applicant's Signature Date

12. Owner's Consent - Signatures (for Strata Buildings, the Consent of the Owner's Corporation [formerly the 'Body Corporate'] is required)

The owner(s) of the land to be developed must sign the application (Being the owner of the land to which this application relates, hereby consent to the making of the application and authorise and consent to entry of the Application Site by Council Officers for the purpose of processing this application and inspecting the subject site during the course of development/building works).

If you are not the owner of the land, you must have all the owners sign the application. If the land is Crown land, an authorised officer of the Department of Lands must sign the application. If Council is the owner – the General Manager must sign the form. Please contact Council's Customer Services for assistance. Owner's authority eg Council or other Government Agency DOES NOT imply an approval.

Mr Ms Mrs Other

First Name Family Name (or Company Name)

Unit/Street No. Street Name

Suburb or Town State Postcode

Owner's Signature Owner's Signature Owner's Signature

Name Name Name

Position In Company Position In Company Position In Company

Date Date Date

If the land is owned by a private company (P/L) the signature of at least one director residing in Australia is required. In the case of a public company, the signatures of three directors are required, two of which must reside in Australia.

DEVELOPMENT APPLICATION CHECKLIST

This checklist forms part of your application.

Please complete this checklist fully and accurately so that no necessary delays will occur in the acceptance and processing of your application.

This Development Checklist identifies the main requirements for lodging a Development Application. Any person using this checklist must do so on the basis that not every scenario and issue can be addressed, and discussion with the relevant Council staff may be required. These documents are subject to change without notice.

DISCLAIMER: Please be advised that additional issues may emerge as a result of a detailed assessment, which will only be made upon receipt of a development application. Council will take into account relevant statutory requirements and merit issues when assessing a proposal as required under the provisions of the *Environmental Planning & Assessment Act 1979*, as amended. You will be contacted by email, post or phone in the event that additional information is required during the assessment process.

Section 1

This section is to be completed for all development types

Have you had a prelodgement meeting regarding this application? Yes No N/A Office Use

Have you provided a CD/USB of the submitted plans and all other documents, including the signed application form? Yes No Office Use

Note: Please refer to end of document for File Naming Protocols

Has the Yes box for Political Donations and Gifts Disclosure Statement been ticked? Yes No N/A Office Use

If yes has the completed form been attached? Yes No N/A Office Use

Is the property registered? If not have you supplied a copy of the Subdivision Master plan. Yes No N/A Office Use

Is the valuation reasonable? Yes No N/A Office Use

Is the property integrated development? Yes No N/A Office Use

(integrated development requires development consent under another Act.

An additional \$320 is required for each approved body plus \$140 for additional administration processes payable to Council. All residential subdivision on bushfire prone land is integrated)

Have you provided one copy of the Statement of Environment Effects? and is it appropriate for the development type? Yes No N/A Office Use

Have you provided one copy of the Waste Management Plan? (a separate Waste Management Plan is required for demolition, construction and for new business) Yes No N/A Office Use

Have you provided one copy of the plan, including site, floor and elevations? Yes No N/A Office Use

Have the plans been stamped with the relevant Shell Cove Stamp? Yes No N/A Office Use

Applies to development in Shell Cove ONLY

(this is encouraged as no stamp will require a report to Council, although a stamp is not required for fencing or retaining walls)

Have you provided two A4 copies of the site plan and elevations for public notification? (only required for two storey dwellings) Yes No N/A Office Use

Is a preliminary or Acid Sulfate Soil Management Plan required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If yes, have you attached a copy of the plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is a Heritage Impact Assessment (or statement) required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If yes have you attached a copy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is the land marked as bushfire prone land or is within an area of bush fire risk?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If yes, has one copy of the Bushfire Report been provided? (if unsure refer to Council's Online Mapping system)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Note: Required for all developments except swimming pools				
Is this property flood affected?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If yes have the levels of AHD been shown on the site plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Note: Required for all developments except swimming pools and open structures ie carports				
Are the site and floor levels shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If not refer Section 2 of this Checklist				
Are setbacks (front, rear, side) to boundaries shown from ground and other levels of the development?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If not refer Section 2 of this Checklist				
Does the development comply with development standards, of the Local Environmental Plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If not refer has 4.6 of the Local Environment Plan been addressed?				
Does the development comply with the Development Control Plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If not has a variation to the Development provisions been submitted?				
Does the development proposal require works between the property boundary and the kerb/gutter? ie drainage works, a new driveway or modification to an existing driveway? If yes, payment for a road opening permit is required	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is the driveway shown on the plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have all owners signed the DA form?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If the owner is a company, has the form been signed by an authorised company representative	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Where applicable, has proof of ownership been provided in one of the three acceptable forms? i.e. letter of authority	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is any other Council Approval Required? (Refer to Question 7 on the Application for Development Consent eg install a solid fuel (wood) Heater, or Waste Management Facility)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is any demolition involved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If yes, have plans been provided for existing buildings and structures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If Council lodging application is 'Proposed application requiring the GM's Signature as Landowner' form completed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

BASIX

Has a BASIX certificate been provided for new dwellings or any alteration or addition of \$50,000 or more and for swimming pools if the volume is over 40,000 litres?

Yes No N/A Office Use

Has BASIX certificate been issued within three months of date of submission?

Yes No N/A Office Use

Have you provided two copies of BASIX certificate for the DA?

Yes No N/A Office Use

Has 'project address', 'project type' and 'site details' been completed and correct residential address and postcode?

Yes No N/A Office Use

(if the lot is not yet registered the parent lot and DP is to be used)

Note: 'Project type' for pool may show dwelling or alteration, which is OK.

FOR NEW DWELLINGS & ADDITIONS:

(If BASIX states thermal load, then ABSA Certificate required).

Is ABSA Certificate provided and is thermal performance block stamped with ABSA?

Yes No N/A Office Use

Has the thermal ABSA stamped plan been provided?

Yes No N/A Office Use

If 'Assessor Details and Thermal Loads' on BASIX completed, must have an ABSA Certificate and thermal performance block must be ABSA stamped.

No ABSA Certificate:

i. has window schedule been provided/or are window dimensions and glazed door areas shown on plan?

Yes No N/A Office Use

ii. are eaves dimensions including gutter width shown on plan?

Yes No N/A Office Use

Pools

Has the following been shown on the plans:

a) volume of water?

Yes No N/A Office Use

b) location and height of fence?

Yes No N/A Office Use

c) location of gate?

Yes No N/A Office Use

d) location of pool pump?

Yes No N/A Office Use

e) location of any windows within vicinity of pool area?

Yes No N/A Office Use

Multi-dwelling (ie Dual Occupancy, Townhouses etc)

Has a letter of consent been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of the shadow diagrams? (required for two storey dwellings)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of the landscape plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of the concept drainage plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Are the proposed subdivision boundaries and proposed lot size shown on a separate plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided two copies of an Acoustic Report? (ie report may be required on land adjoining rail corridor or a highway/main road)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided a traffic and car parking assessment report/statement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is the development over three storey's? If yes, have the requirements of State Environmental Planning Policy No. 65 been addressed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

Commercial/Industrial (New buildings, Alterations and Additions)

Have you provided one copy of Shadow diagrams? (required for new two storey buildings when adjoins residential development)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of concept landscape plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of concept drainage plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of a traffic and parking assessment report/statement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of site analysis plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If signage is proposed, do you have one copy of the signage plan? (the plan is to be fully dimensional and include the content and construction method on each sign)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided a statement demonstrating how the Development complies with the DCP's chapter 17 - Crime Prevention through Environment Design?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Does car parking provision satisfy the car parking requirement of the Development Control Plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Is the development over three storey's? If yes, have the requirements of State Environmental Planning Policy No. 65 been addressed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Has a social impact assessment been submitted? Refer to Appendix 15 of the DCP to determine if an assessment is required	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

Does the proposal provide loading and unloading capacity for the site development?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided one copy of an Acoustic Report? (report may be required on land adjoining residential areas)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Has the development addressed the requirement with the DCP relating to specific town centre? (ie Shellharbour Village, Albion Park etc)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

Fit out and or use of commercial/industrial unit

This section is to be used when a development application is required for a fit-out and /or use of a commercial or industrial building.

Do you have one copy of a floor plan showing the new fit out works, location of waste removal areas and loading and unloading facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If signage is proposed, do you have one copy of the signage plan? (the plan is to be fully dimensional and include the content and construction method on each sign)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Does the Statement of Environmental Effects address the following (for any fit-out application):				
a) detailed description of the use. (description of the activities that occur within the site the product, service, trade or industry etc is offered to the public)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
b) hours of operation	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
c) maximum number of staff on site at any one time	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
d) expected number of customers	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
e) the parking arrangements for the unit/shop/warehouse	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
f) detailed description of the waste management during the fit out, as well as for the operation waste (during occupation)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
For Industrial fit-out:				
a) where the unit adjoins residential properties, a list of machinery to be used within the premises	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

Rural

Does the development require a waste water system?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
If yes, has a preliminary geotechnical assessment been provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Does the Statement of Environmental Effects address the following:				
a) explain how the site gains legal and practical vehicle access	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
b) explain the impacts of Flora and Fauna or any Environmentally Ecological Sensitive Land?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
c) provide a visual character assessment in accordance with chapter 3, part 3.7 of the Development Control Plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Has a schedule of external materials and colours been provided for the development?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

Construction Certificate

Do you require a Construction Certificate with your application?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Are the property details correct?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided two copies of the plan, including floor plans, site plan and elevations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided two copies of the Waste Management Plan? (where the development relates to dwellings industry and swimming pools)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided two additional copies of the basix?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Have you provided two copies of the specifications?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use
Has the application been completed (including ABS data), signed by all owners or owners written consent attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Office Use

Section 2

Please provide a detailed description of any variations from Councils Development Control Plans along with reasons supporting the variation.

If information requested on this checklist has not been supplied, please provide supporting details.

DECLARATION

I/We (print applicant's name) _____

I/We have read the Shellharbour City Council's relevant Development Control Plan/s and related documents for this type of development.

This application conforms to the requirement of these plans. Variations have been provided with justifications supporting the variations. (Strike out reference to variations if not applicable).

I/We understand that if incomplete, this application may be delayed or rejected. Completion of this form does not imply that an approval will be granted.

Signed (applicant/owner): _____ Date: _____

OFFICE USE ONLY

Advertising

Nil	
Other	

14 days	
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21 days	
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OUTSTANDING INFORMATION - LIST WHAT IS REQUIRED

Description of Development

Categorisation of Development from LEP

Senior Customer Service Officer: _____ Date: _____

ELECTRONIC COPIES FOR DEVELOPMENT APPLICATIONS - FACT SHEET

Please note that Council now requires all application forms, plans and associated documentation required for Development Applications, Section 4.55 Modifications and Amended Plans to be lodged with Council in an electronic format. The number of hard copies listed on the relevant DA Checklist will also still be required to be submitted but in addition to this, all such documents and plans will also need to be submitted as an electronic version on a CD/USB.

All electronic documents submitted will need to satisfy the following criteria:

1. **PDF Format** - All documents, plans, application forms etc must be submitted as separate PDF files for each document or plan or application form (**PDF documents can consist of numerous pages**), in accordance with Council's file naming protocol (see next page).
2. **Security settings must not be applied** to electronic documents, this includes passwords.
3. **Documents** - must be A4 formatted and optimised for minimum size (on-line publishing). Files larger than 4mb should be broken up into logical parts and supplied as separate files.
4. **Plans** - must be to scale and rotated to landscape.
5. **File names** - file naming conventions will apply to all electronic documents, including plans and application forms. File names are to adhere to the File Naming Protocol on the reverse side of this Fact Sheet.
6. **Accuracy** - electronic documents must be exact reproductions of the original hard copy documents or plans.

Please note: If electronic copies of documents do not meet the requirements listed above your application will not be accepted.

File Naming Protocol (Example Only):

Please be aware if CD/USB format isn't as described below your Application will be rejected.

A – Application Form & Checklist - 1 Lamerton Crescent, Shellharbour City Centre

(If letter of consent is separate please attach to the Application form and scan together)

B – Suite of Plans (Site, Floor, Elevations, Landscape etc) - 1 Lamerton Crescent, Shellharbour City Centre

C - A4 Notification Plan - 1 Lamerton Crescent, Shellharbour City Centre

D - Waste Management Plan - 1 Lamerton Crescent, Shellharbour City Centre

E - Statement of Environmental Effects - 1 Lamerton Crescent, Shellharbour City Centre

F - BASIX Certificate - 1 Lamerton Crescent, Shellharbour City Centre

G - Bushfire Assessment Report - 1 Lamerton Crescent, Shellharbour City Centre

H - Commercial and Industrial Development Information - 1 Lamerton Crescent, Shellharbour City Centre

I - Details of Site Security during Construction/Demolition - 1 Lamerton Crescent, Shellharbour City Centre

J - Signage Details - 1 Lamerton Crescent, Shellharbour City Centre

K - Subdivision Information - 1 Lamerton Crescent, Shellharbour City Centre

L - Demolition Information - 1 Lamerton Crescent, Shellharbour City Centre