

APPLICATION FORM

Made under the Environmental Planning & Assessment Act, 1979,
or Local Government Act, 1993

OFFICE USE ONLY	DA No.	_____
	Property No.	_____
	Date Received:	_____
	CSO:	_____

Printed copies of documentation is not required, please see Councils Electronic Document Requirements

1. TYPE OF APPLICATION (please tick)

Development Application (please select type) ➤ Local Integrated Designated

(A development application requirements checklist must accompany this application form)

Complying Development Certificate (please specify type) _____

Construction Certificate ➤ Building Subdivision Works

Occupation Certificate

Local Government Act 1993 - Section 68 Activities

2. PROPERTY DESCRIPTION (Land to which application relates)

Flat / Street No: _____ Street Name: _____

Suburb or Town: _____ Lot No: _____ Section: _____ DP/SP No: _____

For an unregistered lot provide the DA number that approved the lot: _____
(see fact sheet on our website for lots that meet this criteria)

3. PROPOSED DEVELOPMENT (Description of proposal – i.e. erection/alterations to building, subdivision, demolition, change of use. Refer to Wollondilly LEP 2011 for use type definitions)

BCA Class (if relevant): _____

4. ESTIMATED COST OF DEVELOPMENT: _____

The value of the development is the genuine estimate of the costs associated with the construction of the building (including labour), and the costs associated with the preparation of the building for the purpose for which it is to be used (such as the costs of installing plant, fittings, fixtures and equipment) and includes GST (Refer to NSW Department of Planning, Environment and Industry Planning Circular PS13-002).

- For development costs between \$200,000 and \$1 million, a quote from an independent, qualified builder, architect, building designer or quantity surveyor will be required
- For development costs exceeding \$1 million, a quantity surveyor's cost report will be required.
- For large scale developments, the capital investment value will be required. The capital investment value of a project includes all costs necessary to establish and operate the project, including the design and construction of buildings, structures, associated infrastructure and fixed or mobile plant and equipment (but excluding land costs and GST). Refer to NSW Department of Planning, Environment and Industry Planning Circular PS10-008).

5. LOCAL GOVERNMENT ACT 1993 – SECTION 68 ACTIVITIES

The following activities require approval under Section 68 of the Local Government Act 1993. Approvals may either be sought with this development application or at a later date. If approval is sought with this development application, the relevant box should be selected and appropriate information supplied.

Sewage Management Systems

- Install or construct a waste treatment device (An Approval to Operate application is also required):
- Aerated System (AWTS) Absorption Trench Pumpout Other _____
- Size of system: Residential Commercial/Industrial (servicing up to 49 people) Commercial/Industrial (50+ people)
- Buildings and fixtures to be connected: _____
- Septic Tank/Collection Well Capacities (if applicable): _____ Number of Persons: _____
- **Installers Details:** Contact Person: _____ Licence No: _____ Phone: _____
Postal Address: _____
- Alterations to an existing sewerage management system
- Aerated System (AWTS) Absorption Trench Pumpout Other _____
- New connection to an existing sewerage management facility
- Carry out sewerage/ stormwater/ water supply work where Council is the water authority (e.g. Stonequarry and Nangarin Estates)

Other Section 68 Activities

- Use a building or install and use a temporary structure as a place of entertainment, religious or public meeting place
- Install a domestic oil or solid fuel heating appliance
- Install a manufactured home, moveable dwelling or associated structure
- Other please specify (Including use of Council land, etc.) _____

6. INTEGRATED DEVELOPMENT CONSENT – APPROVALS FROM STATE AUTHORITIES

Integrated Development Consent relates to development where consent is required from Council and one or more government authorities in accordance with S4.46 of the Environmental Planning and Assessment Act 1979. Does this development require a license, permit or approval under any of the following Acts?

- | | |
|---|---|
| Coal Mine Compensation Act 2017 No 37 | <input type="checkbox"/> S22 |
| Fisheries Management Act 1994 | <input type="checkbox"/> S144 <input type="checkbox"/> S201 <input type="checkbox"/> S205 <input type="checkbox"/> 219 |
| Heritage Act 1977 | <input type="checkbox"/> S58 |
| Mining Act 1992 | <input type="checkbox"/> SS63 <input type="checkbox"/> SS64 |
| National Parks & Wildlife Act 1974 | <input type="checkbox"/> S90 |
| Protection of Environmental Operations Act 1997 | <input type="checkbox"/> SS43 (a), 47 and 55
<input type="checkbox"/> SS43 (b) 48 and 55
<input type="checkbox"/> S43 (d), 55 and 122 |
| Roads Act 1993 (if RMS are the road authority) | <input type="checkbox"/> S138 |
| Rural Fires Act 1997 | <input type="checkbox"/> S100B |
| Water Management Act 2000 | <input type="checkbox"/> S89, 90, 91 |

If any apply of the above apply the applicant will need to register on the NSW Planning Portal at:

https://apps.planningportal.nsw.gov.au/prweb/IAC/Cc0BJSDj6OdBNUpuWBJD7zYCxcJRCjpn*!/STANDARD

How it Works: If an application is identified as requiring concurrence or a referral we will notify the relevant State Agency through the NSW Planning Portal. The applicant will receive an email notification from the Portal, requesting payment of any relevant agency fees. These fees can only be paid online via the Portal. A development application is not complete and cannot progress through assessment until any concurrence and referral fees have been paid. An additional \$140 fee is also required to be paid to Council at the time of lodgement of the development application in addition to any other fees payable as per the EP&A Regulations.

7. ENVIRONMENTAL PLANNING AND ASSESSMENT ACT REQUIREMENTS AND BIODIVERSITY

To assess your proposal, we need to understand the impacts it will have. Depending upon the nature and scale of your proposal, you need to provide one or more of the statements listed below to explain the environmental effects of your proposal.

Is your proposal **Designated Development**? **Yes** ➤ Please attach an Environmental Impact Statement (EIS).
No ➤ Please attach a Statement of Environmental Effects (SEE)

Is your proposal likely to impact on species, ecological communities or their habitats?

No

Yes ➤ You must check the Biodiversity Values Map and Threshold Tool to determine if the Biodiversity Offset Scheme under the Biodiversity Conservation Act applies. Refer to the Department of Planning, Industry and Environment website <https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity/biodiversity-offsets-scheme> for information on this scheme. As a result of this check does the proposal trigger entry into the Biodiversity Offsets Scheme (BOS)?

No ➤ Provide the report from the Biodiversity Values Map and Threshold Tool and if more than 10 trees or greater than 100sqm a Flora & Fauna Assessment undertaken by a suitably qualified ecologist

Yes ➤ Provide the report from the Biodiversity Values Map and Threshold Tool and a Biodiversity Development Assessment Report (BDAR) undertaken by an accredited assessor.

8. CONCEPT DEVELOPMENT (Section 4.22 of the Environmental Planning and Assessment Act 1979)

Is this application a **concept development application** that sets out concept proposals for the development of the site, and for which detailed proposals for the site or for separate parts of the site are to be the subject of a subsequent development application or applications?

No **Yes** ➤ Please attach information which describes the concept proposal and any stages of your development.

9. BASIX COMPLIANCE

A BASIX Certificate is required for development involving any new dwelling(s), alterations and additions with a project value of \$50,000 or greater and swimming pools where capacity is greater than 40,000 litres. Have you submitted a BASIX certificate with your proposal and is all the information submitted with the application consistent with the commitments made in the BASIX Certificate?

Yes **attached**

No

For further information on BASIX refer to the Website: www.basix.nsw.gov.au

10. BUILDER'S DETAILS

Name: _____ Phone: _____

Postal Address: _____

Suburb: _____ Postcode: _____ Licence No: _____

11. NOMINATION OF PRINCIPAL CERTIFYING AUTHORITY (PCA)

If you are appointing Wollondilly Shire Council as the PCA to issue a Construction Certificate or Occupation Certificate and carry out all required inspections you need to submit a completed Certification Service Agreement form available on our website.

<https://www.wollondilly.nsw.gov.au/assets/Documents/Council/Council-Documents/Forms/Development/Agreement-for-Certification-Work-Jan-2018.PDF>

12. AUSTRALIAN BUREAU OF STATISTICS SCHEDULE

For All New Buildings Please complete the following:

- Number of storeys (including underground floors) _____
- Gross Floor area of new building (m²) _____
- Gross site area (m²) _____

Residential Buildings only Please complete the following details on residential structures

- Number of dwellings to be constructed _____
- Number of pre-existing dwellings on site _____
- Number of dwellings to be demolished _____
- The estimated area (if any), in square metres, of bonded asbestos material or friable asbestos material that will be disturbed, repaired or removed in carrying out the development. _____
- Will the new dwelling(s) be attached to other new buildings? **Yes** **No**
- Will the new building(s) be attached to existing buildings? **Yes** **No**
- Does the site contain a dual occupancy (two dwellings on the same site)? **Yes** **No**

13. OWNER'S and APPLICANT'S DECLARATION OF POLITICAL DONATIONS, CONFLICTS OF INTEREST AND AFFILIATIONS

I am an employee of Wollondilly Shire Council, a Councillor or a member of Parliament.: **Yes** **No**

In order for Council to ensure the highest integrity in the Development Application process, property owners and development applicants are requested to declare all affiliations or associations they have had with a member of Parliament, Councillor or Council staff over the past two (2) years.

- a friendship, personal or family relationship; **Yes** **No**
- a shared membership in a club, political party or organisation; **Yes** **No**
- business dealings with a Councillor or member of staff outside their official Council role; or **Yes** **No**
- provided a gift, benefit, loan, payment or hospitality. **Yes** **No**

Name of Member of Parliament, Councillor or staff member: _____

Nature of affiliation or association: _____

Lobbying

If you have business dealings with or if you lobby Council, please abide by Council's Statement of Business Ethics and Code of Conduct for Lobbyists which outlines Council's expectations for managing those relationships.

Political donations or gifts

Persons lodging a development application are required to declare reportable political donations (including donations of or more than \$1,000) made in the previous two years. Have you attached a disclosure statement to this request? **Yes** **No**

Note: For more details about political donations disclosure requirements, including a disclosure form, go to:

www.planning.nsw.gov.au/donations

If you have made a political donation or a gift within two (2) years of the date of this application, you must comply with Section 10.4 of the Environmental Planning & Assessment Act 1979. This requires the disclosure of political donations and gifts made by the applicants or persons with a financial interest in this application. The information about political donations that must be disclosed is the same as that required by the Election Funding Authority. You must disclose; the name of the person to whom each donation/gift was made; the date, name and address of the person making the donation/gift and the amount or value of that donation/gift where cumulative value is \$1,000 or more. The Act requires that this information is posted and publicly available on Council's website.

14. DEVELOPMENT APPLICATION & S68 APPLICANT

Applicant - Single Point of Contact (SPOC): _____

Company/organisation: _____ ABN: _____

Email: _____ Phone: _____

Postal Address: _____ Postcode _____

Have you used Councils pre DA Service? **No** **Yes** > Council pre DA reference _____

All the DA documentation for this application is provided electronically in accordance with Council's DA lodgement requirements checklist and I consent to this information being placed on public exhibition, including on Council's website as outlined in Council's privacy policy, both during and after the assessment is completed.

Applicants Signature: _____ Dated: _____

15. CONSTRUCTION AND OCCUPATION CERTIFICATE APPLICANT (the applicant must be the property owner/s)

Applicant/s: _____

Single Point of Contact Person (SPOC): _____

Email: _____ Phone: _____

(Please nominate an email address you regularly use and monitor because you will be contacted via email)

Postal Address: _____ Postcode _____

Applicants Signature/s: _____ Dated: _____

16. OWNER'S CONSENT

This application must be signed by all owner/s of the land. If there is more than one (1) owner, every owner must sign.

If the owner is a company or owner's association, this form must be signed in accordance with section 127 of the Corporations Act 2001, e.g. the application form must be signed by 2 directors or a director and the company secretary. In the case of a proprietary company that has a sole director, that director only must sign and must indicate that he/she is the sole director. An ASIC search must also be attached.

If the property is a strata property, the application must be stamped with the strata seal and signed by an authorised authority.

As owner of the land to which this application relates, I consent to this application. I also give consent for authorised Council officers and delegates to enter the land to carry out inspections for the purpose of this application.

I also nominate a Single Point of Contact (SPOC) for the application process. This is to ensure communication and information flow is conveyed in a systematic and scheduled manner to a single person, the SPOC. Information provided through the SPOC is considered final and binding to prevent problems from being addressed multiple times at different points and to different people which ultimately saves a lot of time and frustration over the course of the application process.

Name: _____ Signature: _____

Name: _____ Signature: _____

Email Address: _____ Phone No: _____

Postal Address: _____ Dated: _____

If signing on behalf of the owner as the owner's legal representative. The nature of your legal authority (e.g. power of attorney, executor, trustee, company director) is: _____

(Documentary evidence must be attached to confirm your legal authority for you sign on behalf of the owner)

17. PRIVACY POLICY

The information you provide in this application will be held and used by Wollondilly Shire Council, and any relevant State agency, to enable the assessment of your application under the Environmental Planning and Assessment Act 1979 (EPA Act), Local Government Act 1993 (LG Act) or other applicable State legislation. The information you provide may also be used by the Council in exercising its functions under other legislation, including the Government Information (Public Access) 2009 (NSW) (GIPA Act) under which the Council may be required to release information which you provide to us where it is in the public interest.

In completing this form you will be prompted to supply information that is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIP Act). The supply of this information is voluntary. However, if you cannot provide, or do not wish to provide the information sought, your application may not be able to be accepted or Council may not be able to process your application.

The information supplied with your application may be made available to the public for comment if the development is designated development, or is required to be advertised under Council's Development Control Plan or Public Participation Plan. All documents will also be made publically available at Council's Offices and on Council's online DA tracking system. Written notification of the application may also be provided to the neighbourhood. You have the right to access and have corrected information provided in your application.

Please ensure that the information is accurate and advise us of any changes. If you require any further information about how your personal information is being collected, held or used please contact Council's Privacy Officer on 4677 1100.

18. COPYRIGHT AND PUBLIC ACCESS

Where you are the copyright owner of any material provided to Council then by lodging this application, you are taken to have given a non-exclusive licence to the Council authorising the use of that material by the Council, including by reproducing, publishing or providing any copyright materials to any third persons for the purposes of (but not limited to) exercising its functions under the EPA Act, LG Act and the GIPA Act.

Where you include documents in your application that are subject to third party copyright then, unless otherwise stated, you are taken to warrant that you have obtained the consent of the relevant copyright holder to submit the application and for the Council to use, publish and reproduce that information for the purpose of the EPA Act, LG Act and GIPA Act.

Under s.10.14 of the EPA Act, you are also taken to have indemnified all persons who use a document that forms part of or which accompanies your application in respect of a breach of copyright in the document where that document is used for the purposes of the EPA Act.

19. ADDITIONAL INFORMATION

For further information please contact us.

Wollondilly Shire Council

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Phone: (02) 4677 1100

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