



Environmental Planning and Assessment Act 1979

If you need help lodging your form, contact us	
Email	council@northernbeaches.nsw.gov.au
Phone	1300 434 434
Customer Service Centres	Manly Town Hall, 1 Belgrave Street Manly NSW 2095
	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099
Customer Service Centres	Mona Vale 1 Park Street Mona Vale NSW 2103
	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	2060
TRIM Ref	
Last Updated	January 2020
Business Unit	Development Assessment

Privacy Protection Notice	
Purpose of collection:	For Council to provide services to the community
Intended recipients:	Northern Beaches Council staff
Supply:	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction:	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Type of Application (Please tick appropriate)		
<input type="checkbox"/>	Development Application	Specify Original DA Number to be modified/reviewed:
<input type="checkbox"/>	Modification involving minor error, misdescription or miscalculation 4.55(1)	
<input type="checkbox"/>	Modification - Minimal environmental impact 4.55(1A)	
<input type="checkbox"/>	Modification - Environmental Impact 4.55(2)	
<input type="checkbox"/>	Modification - of Consent granted by the Court 4.56	
<input type="checkbox"/>	Review of Determination 8.2(1A)	
<input type="checkbox"/>	Review of where Development Application not accepted 8.2(1C)	
<input type="checkbox"/>	Review where Modification Refused or Conditions imposed 8.2(1B)	

For applicable fees and charges, please refer to Council's website to obtain a Development Application fee quote.

Part 1: Summary Application Details

1.1 LOCATION OF THE PROPERTY (We need this to correctly identify the land. These details are shown on your rates notice)					
Unit Number		House Number		Street	
Suburb				Postcode	
Legal Property Description <i>This information must be supplied</i>	Lot			DP/SP	

Part 1: Summary Application Details Cont

1.2 APPLICANT(S) DETAILS (Full applicant details to be completed in Part 3 of the application form)				
Applicant(s) name/s				
1.3 DESCRIPTION OF WORK				
Please describe briefly everything that you want approved by the Council, including signs, hours of operation, use, subdivision, demolition etc				
Number of new dwellings		Number of existing dwellings		Number of dwellings to be demolished

Part 2: Summary Application Details

2.1 ESTIMATED COST OF WORK	
This must be completed and the relevant requirements supplied at lodgement as per Lodgement Requirements. Note, Modification Applications do not require a new cost of works.	
Estimated Cost of Works	\$
Please tick the appropriate cost of work threshold for the proposed development:	
<input type="checkbox"/>	Between \$0 and \$100,000 - The Applicant or qualified person must provide a written quote on proposed cost of work and submit with this application
<input type="checkbox"/>	Greater than \$100,000 - A signed Cost Summary Report Form must be prepared by a suitably qualified person (i.e. Builder, Architect, Town Planner, Engineer, Building Consultant, registered Quantity Surveyor) and submitted with this application.
Note: Where the cost of development is greater than \$30 million, the cost estimate is to be quantified using CIV method.	

2.2 PRE-LODGEEMENT MEETING														
Has this development been the subject of a pre-lodgement meeting with Council?							Yes		No					
If yes, please provide the application number							P	L	M		/			

2.3 CRITICAL HABITAT		
Does the site contain land that is Critical Habitat?	Yes	No
Is the proposed development likely to have a significant impact on Threatened Species, populations or ecological communities, or their habitats?	Yes	No

2.4 STAGED DEVELOPMENT		
Are you applying for a staged development?	Yes	No
If you answered Yes to this question, please attach details separately or in Statement of Environmental Effects		

2.5 INTEGRATED DEVELOPMENT / CONCURRENCE		
Please refer to Lodgement Requirements for further information		
Is this application for integrated development or require concurrence?	Yes	No
Is the proposed development Nominated Integrated development?	Yes	No
If yes, which Section/s of the Act/s do you seek general terms of approval for or require concurrence from other Government Authorities?		

2.6 APPROVAL UNDER S68 LOCAL GOVERNMENT ACT 1993		
To view Section 68 of the Local Government Act 1993 go to www.legislation.nsw.gov.au, or contact Council on 1300 434 434.		
Does this application seek approval for one or more of the matters listed below? (please tick)		
Wastewater system - approval to install, approval to operate	Yes	No
A domestic oil or solid fuel heating appliance, other than a portable appliance approval to install	Yes	No
Mobile Food Stalls	Yes	No
Temporary Food Stall	Yes	No
Other (specify)		
Please note: A domestic oil or solid fuel heating appliance, (other than a portable appliance) requires approval which can be issued via a Development Application or via a Section 68 Domestic Oil or Solid Fuel Heater Application.		

2.7 HERITAGE AND CONSERVATION		
Is the building an item of environmental heritage or in a conservation area?	Yes	No
Are you demolishing all or any part of a Heritage Building ?	Yes	No
Are you altering or adding to any part of the Heritage Building ?	Yes	No
If you have answered yes to any of these questions, a Heritage Impact Statement will be required. Details are outlined in the Development Application Checklist. If you are unsure about the heritage status of the building please contact Council's Heritage Officer on 1300 434 434.		

2.8 CERTIFICATION OF SHADOW DIAGRAMS	
	<p>I/We hereby certify that the shadow diagrams submitted with this proposal are:</p> <ul style="list-style-type: none"> • in accordance with the Survey (prepared by a registered Surveyor) which is required to be submitted with the proposal; • drawn to true – north • to indicate shadow cast by the proposal at 9am, noon, 3pm and 21 June • to indicate the shadow cast by existing buildings and structures on the site and in the surrounding area

CERTIFIER'S DETAILS					
Title	Mr	Mrs	Miss	Ms	Other:
Given Names			Family Name		
Company					
Qualification (i.e Architect, Planner, Consultant, Surveyor)					

2.9 DECLARATIONS		
a) Political donations or gifts		
Have you, or any person with a financial interest in this application made a political donation of gift (greater than \$1000) in the previous 2 years?	Yes	No
If yes, complete the Political Donation Declaration and lodge it with this application. If no, in signing this application should I become aware of any person with a financial interest in this application who has made a political donation or has given a gift in the period from the date of lodgement, I agree to advise Council in writing.		
b) Conflict of interest		
I am an employee / Councillor or a relative of an employee / Councillor	Yes	No
If yes, state relationship:		
<i>Relative as defined in the Local Government Act 1993.</i>		

2.10 CHECKLIST
<p>The details sought in the accompanying Checklist and Lodgement requirements must be provided. If you are planning a major development, or developing land that may be environmentally sensitive you will also 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 required. A Council officer will contact you soon after their initial inspection if this is the case.</p> <p>A COMPLETED CHECKLIST MUST BE SUBMITTED WITH THIS APPLICATION. FAILURE TO PROVIDE ALL REQUIRED DOCUMENTATION TO AN ACCEPTABLE STANDARD MAY RESULT IN YOUR APPLICATION BEING REJECTED FOLLOWING AN INITIAL REVIEW BY PLANNING STAFF.</p>

Part 3: Full Applicant Details

3.1 APPLICANT(S)			
The applicant is the person lodging the form and the person Council will communicate with. Please note: The applicant(s) will own the consent. Information provided will be public information.			
Title	Mr	Mrs	Miss
			Ms
			Other:
Given Names			Family Name
Company/Organisation (if applicable)			
Postal Address			
Suburb		Postcode	
Phone Number		Mobile Number	
Email Address (Mandatory)			

3.2 NOTIFICATION SIGN			
It is a requirement for a notification sign to be displayed on site for the duration of the notification period. If the notification sign is not displayed for the full notification period, the application will need to be renotified and additional and fees may be applicable. Please advise the address the sign is to be posted below.			
Applicant Address (as above)	Owner Address (as above)	Other (specify below)	
Postal Address			
Suburb		Postcode	

3.3 OWNER(S) CONSENT - TYPE OF OWNER(S)			
For details on what is required for this section please view Lodgement Requirements			
	Company/Organisation		Land/New Owners
	Joint Wall/Fence (Consent of all owners required)		Council
	Strata Title/Owner(s) Corporation (Common Seal required)		Power of Attorney
	Trustee		Executor
	Legal Authority (specify)		
	Other		

3.4 ACCESS TO YOUR SITE				
Is there a dog on the premises?			Yes	No
Is access readily available? (i.e. locked gates, vacant locked premises)			Yes	No
Name			Phone	

Part 3: Full Applicant Details (continued)

3.5 OWNER(S) DECLARATION			
As owner(s) of the land to which this application relates I/We (please tick)			
	Consent to this application		
	Consent to Authorised Council Officers to enter the land to carry out inspections relating to the application		
	Accept that all communication regarding this application will be through the applicant		
Name of Property Owner (all owners must sign)	Signature	Date	
1.			
2.			
3.			
4.			
Owner/s address same location as proposed? (please tick)		Yes	No
Postal Address			
Email			

3.6 DECLARATION			
Refer to DA checklist and Lodgement Requirements			
	I/We apply for approval to carry out the development or works described in this application. I/We declare that all the information in the application and checklist is, to the best of my/our knowledge, true and correct.		
	I/We also understand pursuant to Clause 51 of the Environmental Planning and Assessment Regulation 2000 that if the information is incomplete the application may be delayed, rejected, or refused without notice. I/We acknowledge that if the information provided is misleading any approval granted 'may be void'.		
	I/We acknowledge and accept that the application will be assessed under Council's Development Assessment Management Policy		
	I/We agree to the use of the plans provided in support of this application for public exhibition purposes and will be made available to the public on Council's Application Search online.		
	I/We declare that I/we have read the Development Application Lodgement Requirements and have provided all necessary documentation.		
	I/We declare that the information submitted on USB is identical to the details submitted on hard copy plans and documents. I/We accept council cannot be held responsible for any discrepancies of information provided on the electronic and hard copy plans and documents.		
The owner's signature/s on the Development Application Form is taken to be acknowledgment and acceptance that all relevant plans, reports and signatures will be released online.			
Note: Council does not remove signatures or owner's details from reports, this is the responsibility of the applicant.			
Signature		Date	
Signature		Date	

3.7 DISCLAIMER
The Government Information (Public Access) Act 2009 (GIPA Act) provides that anyone may inspect, free of charge, certain documents held by a council, including (among others) development applications and associated documents. GIPA provides that a right to inspect a document under the Act includes a right to take away a copy of the document, whether free of charge or subject to reasonable copying charges. It follows that anyone has a statutory right to inspect development application and associated documents, subject to GIPA, and to take away copies. A council complying with its obligation under the GIPA Act does not breach copyright law. However, a person who through this process obtains a copy of survey or other plans subject to copyright would be in breach of copyright law if those plans were later used in a way adverse to the interest of the holder of the copyright. If you do copy, reproduce, republish, upload to a third party, transmit or distribute in any way plans, building specifications or other documents subject to copyright, contrary to the provisions of the Copyright Act 1968 (Cth) you will be taken to have indemnified Northern Beaches Council against any claim or action in respect to breach of copyright.



Please ensure that the information provided is in accordance with the attached Lodgement Requirements.
Contact Council's Planning Enquiry Officer if you are unsure what information is required for your application on 1300 434 434.

Part 1: Development Application Checklist - Applicant to complete

Lodgement items	Provided		Provided
Application Form		Construction Traffic Management Plan	
Electronic copies (USB)		Construction Methodology Plan	
Owner(s) Consent		Backpackers' Accommodation/ Boarding Houses Management Plan	
Application fee quote		Geotechnical Report	
Statement of Environmental Effects		Bushfire Report	
Request to vary a development standard (CL 4.6)		Acid Sulfate Soil Report	
Cost of works estimate/ Quote		Acoustic Report	
Site Plan		Coastal Assessment Report	
Floor Plans		Flood Risk Assessment Report	
Elevations and section/plans		Water Table Report	
Boundary Identification Survey		Overland Flows Study	
Site Analysis Plan		Water Sensitive Urban Design Strategy	
Demolition Plan		Waterway Impact Statement	
Excavation and/or fill Plan		Aquatic Ecology Assessment	
Waste Management Plan Construction, Demolition and/or ongoing		Estuarine Hazard Assessment	
Certified Shadow Diagrams		Flora and Fauna Assessment	
BASIX Certificate		Species Impact Statement	
Landscape Plan and Landscape Design Statement		Traffic and Parking Report	
Schedule of colours and materials		Access Report	
Arboricultural Impact Assessment Report		Building Code Of Australia (BCA) Report	
Photo Montage		Fire Safety Measures Schedule	
Model		Onsite Wastewater Management System/Septic Report	
Subdivision Plan		Statement of Heritage Impact	
Road design Plan		Aboriginal Heritage Assessment Report	
Advertising Structure / Sign Plan		SEPP 65 Report	
Erosion and Sediment Control Plan / Soil and Water Management Plan		Contaminated Land Report	
Stormwater Management Plan / Stormwater Plans and On-site Stormwater Detention (OSD) Checklist		Environmental Impact Statement	
Stormwater Drainage Assets Plan		Energy Performance Report	
Biodiversity Management Plan		Social Impact Statement	

**ALL HARD COPIES TO BE DESTROYED
ACCORDING TO PROCEDURES**

Credit Card Details			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card																
Card Number																
Expiry Date																

Signature															
Daytime Phone Number															
Date															

Please note: All credit card payments are subject to a 0.7% service fee

Office Use Only															
Application No.															

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ACCORDING TO PROCEDURES**