



If you need help lodging your form, please contact us		Office use only	
Email	council@northernbeaches.nsw.gov.au	Form ID	2057
Phone	1300 434 434	TRIM Ref	
Customer Service Centres	Manly Town Hall, 1 Belgrave Street Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099	Last Updated March 2020
	Mona Vale 1 Park Street Mona Vale NSW 2103	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107	Business Unit Development Assessment
		Application No.	<input type="text"/>
		Receipt No.	<input type="text"/>

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

GENERAL
<p>Pre-Lodgement meetings are an opportunity where the applicant can obtain preliminary advice on proposals, which are to be the subject of an application to Council. The applications considered at this meeting include Development Applications, Modification & Review of Determination Applications and include Staged Development for the construction of new buildings, alterations or additions to existing buildings, the use or occupation of land or buildings and subdivision of land or buildings.</p> <p>Note: Meetings are available on Tuesdays or Thursdays only and are held at 725 Pittwater Road, Dee Why. Meetings will be held approximately 3 weeks from the date the application is received and notes will be sent to the applicant approximately 2 weeks after the date of the meeting.</p>

LODGEMENT REQUIREMENTS
Note: Council's preferred method of lodgement is via email to council@northernbeaches.nsw.gov.au
To prevent delays with the processing of your application, please ensure the following is provided in PDF format:
<ul style="list-style-type: none"> • Completed application form including payment (fees - refer page 2) • 1 electronic copy of plans (1 PDF document labelled Plans - Master Set) • Supporting documents/reports to be discussed at the meeting (separate PDF documents clearly labelled)

Part 1: Address Of Proposal

LOCATION OF THE PROPERTY (We need this to correctly identify the land. These details are shown on your rates notice)			
Unit Number	<input type="text"/>	House Number	<input type="text"/>
Street	<input type="text"/>		
Suburb	<input type="text"/>	Postcode	<input type="text"/>
Legal Property Description <small>This information must be supplied, refer to Rates Notice</small>	Lot	<input type="text"/>	DP/SP

Part 2: Applicant(s) details

APPLICANT(S) The applicant is the person Council will communicate with. Please note: The applicant(s) will own the consent. Information provided will be public Information.			
Company/Organisation (if applicable)			
Given Names		Surname	
Postal Address			
Suburb		Postcode	
Contact Number(s)			
Email (Mandatory)			
Number of persons attending			
Name of Attendee(s) and their Role/Capacity			

Part 3: Proposed Development and Specific Issues

Description of proposed development		
Issues for discussion (Itemise the issues you wish to obtain specific feedback on) For example; heritage, flood, natural resources development controls, previous council contact or application.		
Estimated cost of works *required information	\$	
Prelodgement meeting fees:	2019/20 fees	
Development with estimated cost up to \$500,000		\$785
Development with estimated cost between \$500,001 - \$2,000,000		\$1045
Development with estimated cost between \$2,000,001 - \$5,000,000 or subdivision up to 5 lots		\$1,305
Development with estimated cost between \$5,000,001 - \$20,000,000 or subdivision between 6 - 20 lots		\$1,565
Development with estimated cost greater than \$20,000,001 or subdivision more than 20 lots		\$2,085

*Fees are subject to change. Fees are to be confirmed at the time of payment with schedule of adopted Fees & Charges

Note 1: In order for your request to proceed, please provide all required information as detailed on page 1 (Lodgement Requirements).

Note 2: The pre-lodgement service is available to all intending applicants with fees being applicable to all applications.

Note 3: Council will provide written advice following the meeting. These notes will not be 'verbatim', but will highlight the issues discussed and the meeting's outcome. The comments provided in the notes will not be modified after being issued.

Note 4: No pre-lodgement meeting can provide an authoritative statement as to the likely outcome of an application. A determination can only be made following the lodgement of an application and the completion of the assessment process. Notes from the pre-lodgement meeting will be publicly available upon submission of the application for determination (Your signature on this form indicates your acceptance).

Note 5: Additional fees may be payable should further meetings be required.

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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									
Email for receipt															

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

Office Use Only															
Application No.															

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