



If you need help lodging your form, contact us		Office use only		
Email	council@northernbeaches.nsw.gov.au	Form ID	2084	
Phone	1300 434 434	TRIM Ref	See Application No.	
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	June 2021
	Mona Vale 1 Park Street Mona Vale NSW 2103	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107	Business Unit	Strategic & Place Planning
		Application No.	P E X 2 0 /	
		Receipt No.		

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

Part 1: Summary Application Details

Applicant(s) Name(s)					
Owner(s) Name(s)					
Relevant Local Environmental Plan (LEP) or Development Control Plan (DCP)	Manly LEP 2013	Pittwater LEP 2014	Warringah LEP 2000	Warringah LEP 2011	
	Manly DCP 2013	Pittwater 21 DCP	Warringah DCP 2000	Warringah DCP 2011	
Location of property: We need this to correctly identify the land. The details are shown on your rates/notice(s), property title(s) etc					
Address/s					
Suburb					
Legal Property Description (This info must be supplied)					
Lot No		Sect		DP/SP	
Have you had a pre-lodgement meeting with Council (please tick)			Yes		No
If Yes, please attach details	PLM 20 /				
Brief Description of Planning Proposal/DCP Amendment/ specific issues					

Part 1: Summary Application Details Continued

Application Type (please tick)	Major Planning Proposal	\$69,974	
	Minor Planning Proposal	\$32,290	
	DCP Amendment	\$32,290	
<p>Note: Council may charge additional fees in accordance with Clause 11 Part 2 of the Environmental Planning and Assessment Regulation 2000. In order to cover the costs of undertaking the peer review of technical studies, formal undertakings (e.g. Planning Agreements, biodiversity agreements etc.) and other assessment functions. The terms of the agreement including the additional fee amount and timing of payment will be communicated to the applicant.</p>			
Has the planning proposal addressed all relevant SEPP's?		Yes	No
Has the proposal submission addressed all Section 117 Directions?		Yes	No

Part 2: Checklist

<p>This checklist must be submitted with this application. Failure to provide all required documentation of an acceptable standard may result in your application being rejected following a preliminary review by staff. Council encourages applicants to have a Planning Proposal Pre-Lodgement meeting. Please contact Council if you are unsure what details will be required for your Planning Proposal Application. Council may also request additional information after a site inspection.</p>		
Preparing your application or DCP amendment	Applicant	Council (Office Use Only)
<p>USB An electronic copy of all documents is to be provided in PDF format on USB/CD. One file for each document or map/plan, file name to include: document name, plan/map type, description and number (including version) and date.</p> <p>Note:</p> <ul style="list-style-type: none"> Hard copies of documentation may be requested on a case by case basis 	Provided	Checked
Documents Required		
<p>The following information should be included in the Planning Proposal Document:</p> <ul style="list-style-type: none"> Part 1: Objectives or intended outcomes Part 2: Explanation of provisions Part 3: Justification Part 4: Mapping Part 5: Community consultation Part 6: Project timeline 	Provided	Checked
<p>The following information should be included on all plans and documents:</p> <ul style="list-style-type: none"> Applicant(s) name(s) Property address (block/house/shop/flat number) Lot/Section/Deposited Plan/Strata Plan number Measurements in metric The position of true north Draftsman/architect name, date, plan name and number, plan version and revision <p>The following maps/plans should be included:</p> <ul style="list-style-type: none"> Site location Existing controls relevant to the planning proposal (e.g. zoning; building height; FSR; additional permitted uses; heritage curtilage; lot size; classification; categorisation) Proposed controls Any other details outlined in pre-lodgement advice <p>Notes: For all plans/maps (including amended submissions):</p> <ul style="list-style-type: none"> Plans must be drawn to scale (preferably 1:100 or 1:200) sufficient to clearly indicate the current versus amended characteristics Illegible drawings will not be accepted 	Provided	Checked

Part 2: Checklist Continued

Preparing your application or DCP amendment	Applicant	Council (Office Use Only)
Please list any supporting studies below (refer to Pre-lodgement advice):	Provided	Checked
Notification plans: <ul style="list-style-type: none"> A4 sized Plans/maps are to be legible, including dimensions, wording, North Point, address, etc. These plans need not include interior detail that may affect your rights to privacy. However, if such plans are provided, then the signature on the Planning Proposal acknowledgements and accepts that all relevant A4 plans and maps submitted will be used for public notification purposes 	Provided	Checked

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Checked by		Date	
Comments			

Part 3A: Applicant's Full Details

Applicant(s) - the applicant is the person lodging the form and the person Council will communicate with. Please note: The applicant(s) will own any consents given. Information provided will be public information.			
First Name			
Last Name			
Company Name			
Address			
Suburb		Postcode	
Phone		Mobile	
Email			

Part 3B: Owner's Consent

Owner(s) consent: Council cannot grant consent if owner(s) consent is not provided.	
First Name	
Last Name	
Company Name	
Address	

Part 3B: Owner's Consent Continued

Suburb		Postcode	
Phone		Mobile	
Email			
As owner(s) of the land to which this application relates, I/We consent to this application. I/We also consent for authorised Council officers to enter the land to carry out inspections relating to this application. I/We accept that all communication regarding this application will be through the nominated applicant.			
Signature (owner)			

Part 4: Site Access

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 5: Declarations

I/We wish to submit a planning proposal. I/We declare that all the information in the application and checklist is, to the best of my/our knowledge, true and correct.	Yes	No
I/We also understand pursuant to the Environmental Planning and Assessment legislation 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'.	Yes	No
I/We agree to the use of the plans and supporting documents provided in support of this application for advertising and notification purposes.	Yes	No
I/We declare that the information submitted on USB/CD 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.	Yes	No
I/We have identified sensitive or confidential information that I/We seek to be redacted from exhibition.	Yes	No
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 I undertake to advise the Council in writing if 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 of this application and the date of its determination.		
Conflict of interest		
I am an employee / Councillor or relative of a Councillor	Yes	No
If yes, state relationship		
Applicant Signature		Date

Part 6: Lodgement

Please contact the Specialist Administration Officer in Strategic and Place Planning to arrange an appointment to lodge this application. Phone: 1300 434 434
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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															

Please note: Payment card surcharge of 0.5% applies

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Application No.															

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