



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

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<b>Form ID</b>	2006
<b>TRIM Ref</b>	See Application No.
<b>Last Updated</b>	September 2020
<b>Business Unit</b>	Strategic & Place Planning
<b>Application No.</b>	P L M 2 0
<b>Receipt No.</b>	

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

## Part 1: Applicant(s) Details

<b>Name &amp; Company</b>			
<b>Title</b> (e.g. Builder/Architect/Owner)			
<b>Address</b>			
<b>Suburb</b>		<b>Postcode</b>	
<b>Contact number</b> (Phone/Fax/Mobile)			
<b>Email</b> (For issue of meeting notes)			
<b>Number of persons attending</b>			
<b>Names of Attendees</b>			

## Part 2: Property Details

<b>Address</b>				
<b>Suburb</b>				
<b>Nearest cross street</b>				
<b>DP/Strata plan number</b>		<b>Lot Number</b>		
<b>Name(s) of owners</b>				
<b>Relevant Local Environment Plan or Development Control Plan</b>	<b>Warringah LEP 2011</b>	<b>Warringah DCP 2011</b>	<b>Warringah LEP 2000</b>	<b>Warringah DCP 2000</b>
	<b>Pittwater LEP 2014</b>	<b>Pittwater 21 DCP</b>	<b>Manly LEP 2013</b>	<b>Manly DCP 2013</b>
<b>Council officers with previous knowledge of site/proposal (If any)</b>				
<b>Applicant(s) signature(s)</b>			<b>Date</b>	

### Part 3: Application Fee

Type of Request (Please Tick)	Major Planning Proposal/DCP Amendment Involving more than one lot or requiring environmental study	\$5,240	
	Minor Planning Proposal/DCP Amendment Involving one lot or no environmental study	\$2,096	

### Part 4: Pre-lodgement Meeting General Details

<b>GENERAL</b>
<p>Pre-Lodgement meetings are an avenue for proponents to receive preliminary advice on proposals that involve amending a Local Environment Plan or Development Control Plan.</p> <p>The types of applications that may be considered at these meetings include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• concepts plans</li> <li>• a change in zoning</li> <li>• proposals for site specific Development Control Plans</li> </ul>
<b>REQUIRED INFORMATION</b>
<p>All fees are to be paid at the time of making your application for a Pre-Lodgement meeting.</p> <p>For Council to accept your application you need to submit.</p> <ul style="list-style-type: none"> <li>• Concept drawings/maps of proposal/site analysis</li> <li>• General statement describing the proposal</li> <li>• General statement identifying the relevant section of planning instrument proposed to be amended</li> <li>• 1 hard copy of all documentation</li> <li>• 1 single electronic copy of all documentation</li> </ul> <p>Please note:</p> <ul style="list-style-type: none"> <li>• The above documents are required, however the level of detail will vary depending on the nature and scale of the proposal.</li> <li>• The detail of written advice Council will provide in response will depend on the level of the detail of information provided by you for the pre-lodgement meeting.</li> <li>• Applicants will be contacted upon receipt of the application to arrange a mutually convenient meeting date and time.</li> </ul>
<p>Meetings are held with a manager and other appropriate staff. Minutes are taken and provided by Council within fourteen (14) working days of the meeting.</p> <p><b>Note 1:</b> A failure to provide any of the above may result in your application being returned and Council declining to have a meeting until appropriate documents are provided.</p> <p><b>Note 2:</b> The pre-lodgement service is available to all intending applicants with fees being applicable to all applications. A planner will generally chair meetings, together with appropriate technical staff.</p> <p><b>Note 3:</b> 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.</p> <p><b>Note 4:</b> No pre-lodgement meeting can provide an authoritative statement as to the likely outcome of an application.</p> <p>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).</p> <p><b>Note 5:</b> Additional fees may be payable should further meetings be required.</p>

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Name as appears on card																
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Date															

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