



Made Under The Local Government Act 1993 (Section 68)

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

Office use only	
<b>Form ID</b>	4022
<b>TRIM Ref</b>	C001442
<b>Last Updated</b>	June 2021
<b>Business Unit</b>	Environment and Climate Change
<b>Application No.</b>	
<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
An application fee is applicable for this service. Refer to Part 6 of this application form or Council's Fees and Charges.	

## Part 1: Applicant(s) Details

<b>Titles</b>	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other:		
<b>First Names</b>			
<b>Last Names</b>			
<b>Address</b>			<b>Postcode</b>
<b>Phone</b>		<b>Alternate</b>	
<b>Mobile</b>		<b>Fax</b>	
<b>Email</b>			
<b>Contact Person</b> Who may be contacted during business hours to discuss the application.			
Is any owner/applicant of this Development Application a current employee or elected representative of the Northern Beaches Council?		<b>Yes</b>	<b>No</b>

## Part 2: Site Details

<b>Unit / House Number</b>			
<b>Street</b>			
<b>Suburb</b>		<b>Postcode</b>	

## Part 2: Site Details Continued

Lot + DP/SP Number	
Description of Proposed Works	
Cost of Proposed Building Works (as detailed in the Development Application where applicable)	
DA Number (if applicable)	

## Part 3: Owner(s) Details and Consent - Each owner of the land MUST sign this form.

Titles	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other:		
First Names			
Last Names			
Address			Postcode
Phone		Alternate	
Mobile		Fax	
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(s)			
Signature 1		Date	
Signature 2		Date	
Company/Organisation		Strata Title/Owner's Corporation	
Execution of owner's consent form (or other document to the same effect) in accordance with s127(1) of the Corporations Act 2001. Common seal affixed to, and execution of, owner's consent form (or other document to the same effect) in accordance with s127(2) of the Corporations Act 2001. Together with an up to date ASIC Company Extract and other relevant supporting documentation.	If the property is a unit under strata title or a lot in a community title, then in addition to the owner(s) signature the following must be provided if any works are proposed on common property: The common seal of the Owner's Corporation must be stamped on this form over the signature of the owner(s) and signed by the chairman or secretary of the owner's corporation or the appointed managing agent. A letter on strata management letterhead. Minutes signed by the Owner's Corporation, clearly stating the words 'Support for lodgement of legal documents to Council for authorisation'.		
New Owner(s)		Signing On Owner(s) Behalf	
If the property has recently been sold, documentary evidence of the sale must be provided. Please provide one of the following: A copy of the Certificate of Title. A letter from your solicitor confirming settlement. Previous owner(s) to provide owner(s) consent.	If you are signing on the owner(s) behalf as the owner(s) legal representative, you must state the nature of your legal authority and attach documentary evidence .e.g Power of Attorney, executor, trustee, company director etc		
Joint wall/fence			
When works affect a joint wall or fence, consent of all property owners is required e.g. semi-detached or terrace dwelling and boundary fence			

## Part 4: Declaration

The completed checklist (see below) must be submitted with this application and all accompanying documentation sought.			
Please see Part 3 for requirements for companies or units under strata or company title.			
I/We declare that all the information in the application and checklist is, to the best of my/our knowledge, complete, true and correct.			
I/We also understand that if the information is incomplete the application may be delayed or rejected or more information may be requested.			
Further, I/We also certify that my engineering plans submitted in support of this application are fully compliant with the following:			
<ul style="list-style-type: none"> <li>• Relevant Development Consent, and</li> <li>• Council's Development Engineering Minor Works Specification (where applicable), and</li> <li>• Council's AUS-SPEC #1</li> </ul>			
Applicant(s) Signature 1		Date	
Applicant(s) Signature 2		Date	

The applicable fee depends on the cost of building works. Please refer to Council's website: <a href="http://northernbeaches.nsw.gov.au">northernbeaches.nsw.gov.au</a> or contact a Customer Service Centre.
--

## Part 5: Council's Checklist for Local Government Act (LGA) Approval

Required Supporting Documents	Supplied	Checked
Survey Plan (refer to DA application form and checklist for details)		
Stormwater drainage plan and supporting calculations (include DRAINS model)		
Hydraulic Engineer's Certification (NER Registered)		
Documents to be supplied where applicable		
Evidence of refusal to grant drainage easement from adjoining down stream property (where applicable)		
Geotechnical engineers report (where applicable)		

Council reserves the right to refuse applications if the required supporting documents are not provided at lodgment.
--

## Part 6: Fees per application

Cost for building works between	Fee
\$0 to \$200,000	\$711
\$200,001 to \$1,000,000	\$1,065
\$1,000,001 to \$2,000,000	\$1,681
\$2,000,001 or greater	\$3,360
Re-inspection (to be confirmed by Council prior to payment of fee)	\$293
Resubmission of Plans Fee	\$732

THIS PAGE IS BLANK

**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	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				
Expiry Date																					

Signature	
Daytime Phone Number	
Date	

Please note: Payment card surcharge of 0.5% applies

Office Use Only																					
Application No.	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				

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