

Privacy Notification (Privacy and Personal Information Protection Act 1998 – Section 10) - The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the legislation. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

Information for the Applicant

- This form may be used to apply for a development application to carry out development or to modify development consent. To complete this form, please place a cross in the relevant boxes, fill in the sections as appropriate and attach copies of all documents indicated in the form as being required to be provided. To minimise delay in receiving a decision about the application, please ensure that all relevant information and documents are provided.
- Once completed, this application form and all associated documentation (including plans) should be submitted to Wollongong City Council ("Council") for determination. A lodgement checklist relevant to the development should also be completed and submitted with the application. Refer to Section 3.2 for further information.
- If applying to modify development consent, please complete Sections 1.1 to 1.5 and 3.1 to 3.2.

SECTION 1.1 Application Type



<input type="checkbox"/> Development Application <i>(Under the Environmental Planning and Assessment Act 1979 - Section 4.12)</i>	<input type="checkbox"/> Modify Development Consent <i>(Under the Environmental Planning and Assessment Act 1979 - Sections 4.55(1), (1A) or (2))</i>
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SECTION 1.2 Applicant Details *(where all correspondence will be sent)*

Company Name			ABN
Name	Surname	Mr / Mrs / Other	
	Given	Middle	
Postal Address	Number and Street		
	PO Box / DX / Other		
	Suburb / Town	State	Postcode
Contact Details	Phone	Mobile	
	Fax	Email	
Disclosure of Political Donations and Gifts	<p>Under Section 10.4 of the Environmental Planning and Assessment Act 1979, any reportable political donation to a Councillor and/or any gift to a Councillor or Council employee within a two (2) year period before the date of this application must be publicly disclosed.</p> <p>Have you, or are you aware of any person having a financial interest in the application, made a 'reportable political donation' or 'gift' to a Councillor or Council employee within a two (2) year period before the date of this application?</p> <p><input type="checkbox"/> Yes (complete a Political Donation and Gifts Disclosure Statement and lodge it with this application).</p> <p><input type="checkbox"/> No (in signing this application I undertake to disclose to Council in writing within seven (7) days any 'reportable political donation' or 'gift' made after lodgement of the application and prior to its determination.)</p> <p>Note: Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement.</p>		

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Pecuniary Interest	<p>To ensure transparency in Council's decision making functions, any application which is made by the Council, Council employee who is principally involved in the exercising of Council's functions under the Environmental Planning & Assessment Act 1979, Councillor and / or their immediate relatives will be referred to Council's Local Planning Panel (IHAP) for review and determination (if the proposal does not require it to be determined by the Joint Regional Planning Panel).</p> <p>Is the applicant or landowner either Wollongong City Council, a member of staff who is principally involved in the exercising of Council's functions under the Environmental Planning & Assessment Act 1979 or a Councillor of Wollongong City Council, a member of Parliament (either Parliament of NSW or Parliament of the Commonwealth) or a relative of a Council employee principally involved in the exercising of Council's functions under the Environmental Planning & Assessment Act 1979 or a relative of a Councillor of Wollongong City Council or a relative of a member of Parliament?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please state the relationship</p> <p>_____</p> <p>_____</p>	
Declaration by Applicant(s)	<p>I am/We are applying for consent for the proposed development described in this application and:</p> <p>I/We declare that all the information relating to this application and identified on any associated plans or documents is, to the best of my/our knowledge, true and correct;</p> <p>I/We declare that the electronic data provided is a true copy of all plans and associated documents relating to this application;</p> <p>I/We declare that the electronic data is not corrupted and does not contain any viruses;</p> <p>I/We understand that if there is insufficient information or documentation provided at lodgement, the application may be delayed, rejected or may result in a request by Council for additional information;</p> <p>I/We understand that Council will use the information and documentation provided for notification and public exhibition purposes (if applicable) including residential floor plans; and</p> <p>I/We understand that the information and documentation provided, including personal information, will be available for public inspection and copying at Council's Customer Service Centre, and made available for viewing on Council's website.</p>	
Signature (Applicant 1)		Date
Signature (Applicant 2)		Date

SECTION 1.3 Site Details						
Lot Description – Attach extra sheet if insufficient space	Lot/Unit	Sec	DP/SP	Lot/Unit	Sec	DP/SP
	Lot/Unit	Sec	DP/SP	Lot/Unit	Sec	DP/SP
Address	Number	Street		Suburb/Town		



SECTION 1.4 Development Proposal	
Development Description	

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Sub-Categories (Place a cross in relevant box(es) for all that apply)	<input type="checkbox"/> Erecting, altering or adding to a building structure. If so, is this a temporary structure? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	<input type="checkbox"/> Subdividing land	<input type="checkbox"/> Subdividing a building into strata units	<input type="checkbox"/> Demolition	<input type="checkbox"/> Tree removal
	<input type="checkbox"/> Other building work	<input type="checkbox"/> Changing use of the land or building (without building, subdividing or demolishing)		
Value of Development	\$ _____ The contract price, or if there is no contract, a genuine and accurate estimate, for all labour and material costs associated with all demolition and construction required for the development, including the cost of construction of any building and the preparation of a building for the purpose for which it is to be used (such as the costs of installing plant, fittings, fixtures and equipment). GST is also to be included. Where an estimate is understated, Council will adjust the figure (based on Cordell's Cost Guide) and additional application fees may apply.			

SECTION 1.5 Owner's Consent

Consent: All owners must give their consent. Companies and Owners Corporations should refer to the fact sheet 'Owners Consent of Development Applications'	I/We _____ of _____
	As owner(s) of the property subject to this development application, give consent to the application and for Council Officers to undertake inspections of the site/premises.
Signature (Owner 1)	 _____ Date _____
Signature (Owner 2)	 _____ Date _____

SECTION 2.1 Pre-Lodgement Meeting

Meeting Details	Recommended for multi-unit, commercial, industrial developments and large subdivisions. Have you had a pre-lodgement meeting with Council officers prior to submitting this application? <input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, please list date(s) and pre-lodgement application number(s) if known: _____ _____
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SECTION 2.2 Development

Staged Development	You can apply for development consent for part of your proposal now and for the remaining parts later. Are you applying for development consent in stages? <input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, please attach <ul style="list-style-type: none"> • Information which describes the stages of your development • Copies of any consents you already have for part of your development
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<p>Environmental Effects of the Development</p>	<p>Development is classed as Designated Development if it is listed in Schedule 3 of the Environmental Planning and Assessment Regulation 2000 or in an environment planning instrument made under the Environmental Planning and Assessment Act 1979.</p> <p>Is your proposal a designated development?</p> <p><input type="checkbox"/> No – If No, please attach a <i>Statement of Environmental Effects (SEE)</i></p> <p><input type="checkbox"/> Yes – If Yes, please attach an <i>Environmental Impact Statement (EIS)</i></p> <hr/> <p>Is clearing of native vegetation proposed as part of the proposed development?</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, then attach a <i>Biodiversity Values Map and Threshold Tool Report</i>. If the proposed clearing of native vegetation triggers entry into the <i>Biodiversity Offsets Scheme</i>, then a <i>Biodiversity Development Assessment Report</i> will also be required.</p> <hr/> <p>Is the proposed development likely to affect threatened species or ecological communities, or their habitats?</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, then <i>Test(s) of Significance</i> prepared in accordance with Section 7.3 of the <i>Biodiversity Conservation Act 2016</i> should be provided. If this determines that the proposed development is likely to significantly affect threatened species or ecological communities, or their habitats, and/or the development exceeds the <i>Biodiversity Offsets Scheme</i> thresholds according to Section 7.4 of the <i>Biodiversity Conservation Act 2016</i>, then a <i>Biodiversity Development Assessment Report</i> will be required.</p>
<p>Other Approvals from Council</p>	<p>For your development you may need an activity approval from Council. Further information is provided on the <i>Activity Application Form</i> which is available on Council's website under Forms and Factsheets.</p> <p>Do you wish to apply for an activity approval at this time?</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, please fill out the <i>Activity Application Form</i></p>
<p>Concurrences from State Government Agencies</p>	<p>Do you need the concurrence from a State Government Agency to carry out your development?</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, please list the agencies whose concurrence you require. (Note: <i>Additional plans and separate fees required.</i>)</p> <p>1</p> <p>2</p> <p>3</p>
<p>Integrated Development</p>	<p>Certain proposals require additional types of approvals (i.e. licences or permits) from other Departments/State Government Agencies. To answer the following question, please read through the works described below to see if your proposal involves any of these works.</p> <p>Is this application for integrated development?</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, please nominate which other approvals are also required for your development and the Departments/State Government Agencies from which they must be obtained. (Note: <i>Additional plans and separate fees required.</i>)</p>
<p>1</p> <p>2</p> <p>3</p>	<p>Aquaculture: Does your proposal involve the cultivation of fish, shellfish, crustaceans, seaweeds or other aquatic organisms for commercial purposes (but not including a pet shop or aquarium)? If yes, you may need a permit under Section 144 of the Fisheries Management Act 1994 from the NSW Department of Primary Industries.</p>
	<p>Excavation or filling of a waterway: Does your proposal involve any excavation or filling of the bed of a natural or semi-natural waterway whether permanently or intermittently inundated or flowing (including a bay, estuary, lake, river, creek, lagoon or wetland), with any earth, soil, rock, rubble, concrete, timber or bricks etc? This does not include works within farm dams, urban ponds, irrigation channels, stormwater ponds, sewage treatment ponds etc. If yes, you may need a permit under Section 201 of the Fisheries Management Act 1994 from the NSW Department of Primary Industries.</p>

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Harm to marine vegetation: Does your proposal involve any disturbance, damage or harm to marine vegetation (including seagrasses, mangroves and seaweeds) on public water land or private land which is adjacent to public water land, including by shading them with an overhead structure (eg jetty or pontoon)? If yes, you may need a permit under Section 205 of the Fisheries Management Act 1994 from the NSW Department of Primary Industries.

Obstruct fish passage: Does your proposal involve the construction of any structure such as a weir, dam, floodgate, culvert or causeway across any natural or semi-natural waterway whether permanently or intermittently inundated or flowing (including a bay, estuary, lake, river, creek, lagoon or wetland). If yes, you may need a permit under Section 201 or 219 of the Fisheries Management Act 1994 from the NSW Department of Primary Industries.

Rivers and Lakes: If your development is within 40 metres of a stream, river, lake or lagoon and you are going to excavate the land, remove material from the land, or do anything which will obstruct or detrimentally affect the water flowing in a stream, river, lake or lagoon, you need a permit under Part 3A of the Water Management Act 2000. If it will affect the port of Port Kembla, you may require a permit from the Waterways Authority. In any other case, you may require a permit from the NSW Office of Water.

Roads: If your development affects a public road, a Crown road, a highway, a main road, a freeway or a tollway, you need to obtain consent under Section 138 of the Roads Act 1993 from the Roads and Maritime Services, (if Council can give this consent, the application is not integrated development).

Heritage: If your development involves a building, place or land that has a permanent conservation order, an interim conservation or an interim heritage order protecting it, or is listed on the State Heritage Register, you may require approval under Section 57 of the Heritage Act 1977 from the Department of Planning and Environment's Heritage Branch (if Council can give this consent, it is not integrated development). If you intend to destroy, damage or otherwise harm land that has been declared an Aboriginal site, you require approval under Section 90 of the National Parks and Wildlife Act 1974 from the Office of Environment and Heritage.

Pollution: If your proposal is not already designated development but may cause water pollution, to avoid a conviction you should apply for a licence under Section 43(d) of the Protection of the Environment Operations Act 1997 from the Office of Environment and Heritage.

If your proposal is designated development, you may require a licence from the Office of Environment and Heritage (Environment Protection and Regulation).

- If your land is not already designated to carry out a polluting activity, you may require a licence under Section 47 of the Protection of the Environment Operations Act 1997 from the Office of Environment and Heritage (Environment Protection and Regulation) to avoid a possible conviction.
- If your land is already designated to carry out such an activity, a licence under Section 48 of the Protection Authority is required to avoid possible conviction.

Water: If you are intending to modify anything associated with water, irrigation, bores, bridges, levees, etc associated with a river, stream, creek swamp, lake, etc, you are likely to require a permit or licence as prescribed in legislation from the Office of Environment and Heritage. It is suggested that you contact the Office of Environment and Heritage for details. Any requirement for such a licence or permit may result in your proposal being classified as integrated development.

Bushfire: If you are intending to carry out specified development in bushfire-prone areas, you are required to obtain a Bushfire Safety Authority under Section 100B, Rural Fire Act from the NSW Rural Fire Service. Please check with Council or the RFS to see if your proposed development requires this authority.

Development Departures	Does this application propose departures from development standards eg floor space ratio, height. <input type="checkbox"/> No <input type="checkbox"/> Yes – If Yes, you must submit the appropriate supporting documentation.
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SECTION 2.3		Development Statistics	
Statistics	Gross floor area	m²	
	For development in excess of \$2 million, please estimate the number of jobs to be created:		
	Temporary _____	Permanent _____	

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SECTION 3.1 Modification Details

Note: A development consent may only be modified if it is 'in force' (ie it has not lapsed).

Reference	What is the development consent number?
Type of modification	<p>Choose one of the following and provide details –</p> <p><input type="checkbox"/> A modification to correct a minor error, misdescription or miscalculation – Section 4.55(1) EP&A Act 1979</p> <p><input type="checkbox"/> A modification which will have a minimal environmental impact – Section 4.55(1A) EP&A Act 1979</p> <p><input type="checkbox"/> Any other modification – Section 4.55(2) EP&A Act 1979</p> <p><input type="checkbox"/> A modification to the lapsing period of a Deferred Commencement determination condition – (Note: separate submission also required addressing Section 4.53 EP&A Act 1979)</p>

Describe the modification

Will the development be substantially the same as the development that was originally approved?

- No – **If No, you will need to lodge a new development application.**
- Yes – **If Yes, please provide information detailing how the development will remain substantially the same.**

SECTION 3.2 Lodging an Application

Delivery of the Application	<p>Applications for development may be submitted to Council:</p> <ul style="list-style-type: none"> • In person; or • By post; or • Online* www.wollongong.nsw.gov.au; <p>Applications MAY NOT be sent by fax.</p> <p>* Applications to modify development consent are excluded from online lodgement.</p>
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Lodgement Checklist	Checklists are available on Council's website for applicants to use and submit with each application submitted to Council. The relevant checklist is to be completed and signed by the applicant to ensure all information required is provided at the time the application is lodged. To find out which checklist is required for your application, contact Council's Customer Service Centre on 02 4227 7111 or visit Council's website www.wollongong.nsw.gov.au and select the link called Forms & Factsheets .		
Fees	All application fees must be paid at the time the application is lodged. Fees are based upon the value of development; therefore it is important to provide a genuine and accurate estimate on the application form. If the estimated value provided is understated, Council will adjust the figure (based on Cordell's Cost Guide) and additional fees may apply. A letter advising this will be sent to the applicant requesting additional fees to be paid. Non-payment of additional fees may result in the application being refused. The applicant may contact Council's Customer Service Centre for a fee estimate prior to lodging their application. Separate fees are required for applications requiring concurrence from a State Government Agency.		
Documentation	Accompanying this application form should be all required plans, reports and other supporting information. An electronic copy of the application in its entirety will be stored in Council's electronic document management system.		
Identification	All plans must display a title box in the lower right corner. The title box must show the plan name, date drawn and name of drawer, version number and scale. Other documentation must be titled and identify the development site.		
Number of Copies	Applications lodged online	Upload full set of plans and associated documentation	
	Applications lodged in person or by post	One (1) digital copy and one (1) hardcopy	
Electronic File Format Requirements	Files must be provided in Portable Document Format (PDF). Ideally, documents should be exported from CAD or similar software directly to PDF or through PDF converter software. PDF conversion services are available on the internet and any local printing and photocopying service providers (charges may apply). Any photos provided are to be in JPEG format.		
	File Sizes	Each document, plan (particularly residential floor plans), drawing or report should be saved as a separate file. Any PDF file larger than 10MB will need to be split into separate PDF files.	
	File Naming	File names should be descriptive and include the file type extension eg PDF. Include Plan or Document Number and Version. Include Plan or Document Date eg 26112014.	
	Plan Scale	Plans should be provided in PDF format and drawn to scale clearly displayed on all plan sheets, either: show a scale for example '1:200' and state the sheet size for example 'A3'; or show scale as '1:200 @ A3'.	
	City Centre 3D Model (if applicable)	Please refer to the 3D Model Fact Sheet for further information on submission requirements for 3D building models.	
Hard Copy Format	Plans	A4 or A3 standard sizes only. (Larger plans which conform to the A Series International Paper Size for larger documents may be accommodated by special arrangement.) White paper. Single-sided.	Drawn and printed to scale , with scale indicated clearly on all plan sheets using a bar scale for example '1:200' and state the sheet size for example 'A3' or '1:200 @ A3'.
	Reports and other supporting documentation	A4 size. White paper.	Single or double-sided. Individually bound copies – one copy must be unbound suitable for scanning.
Application Amendments	You may submit minor amendments to your application before it is determined by Council. Amendments must be lodged together with the <i>Lodgement of Additional Information form</i> , detailing the description of all amending plans and documents, together with the plans and documents they are superseding. An amendment may require the application to be re-exhibited. Where this is necessary, you will be required to pay additional fees. Amending your application will usually result in longer processing times.		

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SECTION 3.3 State Agency Contacts

Department of Planning and Environment www.planning.nsw.gov.au	Department of Primary Industries (NSW Office of Water) www.industry.nsw.gov.au/water	Heritage Council and Heritage Branch www.environment.nsw.gov.au/topics/heritage
Mine Subsidence Board www.subsidenceadvisory.nsw.gov.au/	NSW Maritime Authority www.maritime.nsw.gov.au	NSW Rural Fire Service Headquarters www.rfs.nsw.gov.au
Office of Environment and Heritage (Environment Protection and Regulation) www.environment.nsw.gov.au	Office of Environment and Heritage (NPWS) www.nationalparks.nsw.gov.au	Roads and Maritime Services (Property Section) www.rms.nsw.gov.au