

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.

NOTE: Applications will be accepted for lodgement in Council’s Customer Service Centre between 8.30am and 4.30pm, Mondays to Fridays (excluding Public Holidays).

✓ Please tick each box

- Document Transmittal** (see reverse of this checklist)
- Application Form**
 - Applicant’s details
 - Property description
 - Consent of owner/owners, Owners Corporation/Company Seal
 - Political donations and gifts disclosure statement
- Correct fees**
- Title box on all plans** showing name of plan, drawn by, date drawn, version **NOTE: Do NOT combine plans**
- ONE (1) digital copy and ONE (1) paper copy of ALL plans and documentation is required**
- Location plan**
- Site analysis plan** (drawn to scale) – refer Chapter A1 WDCP 2009
- Statement of environmental effects** – as per Part 1 of Schedule 1 of EP&A Regulation 2000 including all relevant Environmental Planning Instruments (eg State Environmental Planning Policies (SEPPs), Wollongong Local Environmental Plan 2009 (WLEP 2009), Wollongong Local Environmental Plan 1990 (WLEP 1990), Local Environmental Plan 38 (LEP 38) and Wollongong Development Control Plan 2009 (WDCP 2009)
 - Refer Chapter B2 WDCP 2009
 - Refer Chapter E20 WDCP 2009
 - Refer Chapter E23 WDCP 2009
 - Refer other relevant chapters of WDCP 2009
- Does your application involve any **exceptions to development standards** in the WLEP 2009? Eg floor space ratio, height?
 - No
 - Yes – If yes, a written request that seeks to justify the contravention of the development standard is required in accordance with Clause 4.6 of WLEP 2009.
- Does your application involve any **variations to development controls** in the WDCP 2009? Eg setbacks?
 - No
 - Yes – If yes, a variation statement is required, prepared in accordance with Clause 8 of Chapter A1 WDCP 2009.
- Clearing of native vegetation proposed?**
 - Yes – Attach a Biodiversity Values Map and Threshold Tool Report. If the proposed clearing of native vegetation triggers entry into the Biodiversity Offsets Scheme, then a Biodiversity Development Assessment Report must also accompany the application.
- Impact on threatened species or ecological communities, or their habitats directly or indirectly?**
 - Yes – Threatened species assessment in accordance with Sections 7.2, 7.3 and 7.4 of the Biodiversity Conservation Act 2016 must accompany the application.
- Site plan**
 - Scale (1:200), north point
 - Site dimensions
 - Location of easements (type), ROWs
 - Contours to AHD (existing, proposed)
 - Location of structures (existing, proposed)
 - Location of roads, driveways, vehicle parking/manoeuvring areas (existing, proposed)
 - Location of trees/vegetation (existing, proposed)
 - Location of fences (existing, proposed)
 - Location of drainage facilities/services (existing, proposed)
 - Structures, trees, vegetation to be removed identified

✓ Please tick each box

- Constraints (flood, instability, contamination, acid sulphate soils, bushfire)
- Proposed cut/fill (area, type, level to AHD)
- Layout plan**
 - Scale (1:200), north point
 - Proposed lot boundaries
 - Boundary dimensions
 - Lot areas
 - Lot numbers
 - Proposed easements for drainage and ROWs
 - Proposed road layout
 - Proposed public reserves
- Engineering plan** (where public roads or pipe works are proposed)
 - Scale (1:100 or 200)
 - Plans, elevations, sections of all proposed structures (dimensions, levels to AHD)
- Section plan** (where public roads are proposed)
 - Scale (1:100 or as appropriate)
 - Longitudinal sections
 - Cross sections (at minimum 15 metre intervals)
- Landscape concept plan** – refer Chapters B2 and E6 WDCP 2009
- Drainage concept plan** – refer Chapter E14 WDCP 2009
- Site contamination preliminary assessment** – refer Chapter E20 WDCP 2009
- Fill details** (material type, volumes, cover, how transported)
- Integrated development**
 - Referral fee – \$320 (cheque to be made payable to the approving body)
- Bushfire Hazard Assessment Report** – refer Chapter E16 WDCP 2009
- Geotech report (if required)**
 - M11 form
 - OR
 - M14 form
- Supply of Electricity** - Evidence of an "Application for the Connection of Load" for the proposed development with Endeavour Energy including a copy of the formal reply from Endeavour Energy for the supply of Electricity to the development.

OFFICE USE ONLY
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Applicants must ensure that all the check boxes have been ticked [✓] and that all the information requested is attached before lodging the application with Council. Please clearly write your name below, and then initial and date the form to confirm that all required information is attached.

Name of Applicant	Applicant’s initials	Date / /
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COUNCIL USE ONLY		
Checked by	Date / /	

FORM DOCUMENT TRANSMITTAL



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Description	Plan or Document Number	Revision or Version Number	Date	Author