

ITEM 2

PUBLIC EXHIBITION - DRAFT WOLLONGONG DEVELOPMENT CONTROL PLAN (DCP) 2009 - CHAPTER A1 INTRODUCTION

On 15 December 2009, Council adopted the Wollongong Development Control Plan (DCP) 2009. The DCP came into force on 3 March 2010, following the commencement of the Wollongong Local Environmental Plan (LEP) 2009.

The DCP includes Chapter A1 Introduction. A review of the chapter has been undertaken to align with current legislation, environmental planning instruments and design practices. This has resulted in updates to various sections of the DCP Chapter including the aims and objectives, site and context analysis, pre-lodgements details, development assessment processes, and lodgement requirements.

It is recommended that Council endorse the draft Wollongong DCP Chapter A1 Introduction for exhibition.

RECOMMENDATION

- 1 The draft Wollongong Development Control Plan 2009 – Chapter A1 Introduction be exhibited for a minimum of 28 days.
- 2 Following the exhibition period, a report outlining the submissions received from the public exhibition process be prepared for Council's consideration.

REPORT AUTHORISATIONS

Report of: Chris Stewart, Manager City Strategy

Authorised by: Linda Davis, Director Planning + Environment - Future City + Neighbourhoods

ATTACHMENTS

- 1 Draft Wollongong DCP 2009 - Chapter A1 Introduction

BACKGROUND**Planning Legislation**

Development within the Wollongong Local Government Area (LGA) is managed through the following legislation and planning instruments -

- NSW State Government rules established through the *Environmental Planning and Assessment Act 1979* (EP&A Act), the *Environmental Planning and Assessment Regulation 2021* (EP&A Regulation) and various State Environmental Planning Policies (SEPPs); and
- Wollongong Local Environmental Plan 2009 (LEP); and
- Wollongong Development Control Plan 2009 (DCP).

The EP&A Act establishes a framework for development within NSW by outlining how rules affecting development are made and how development is assessed against these rules. The EP&A Regulation outlines certain processes, procedures and details that Council must follow when assessing a development application. SEPPs may apply to various development proposals, provide permissibility for certain land uses, and deal with issues which are important to the whole State of NSW.

An LEP outline the different land use zones that apply to the LGA, such as rural lands, residential, employment lands (commercial and industrial), mixed use zones, and environmentally sensitive areas, and details the type of development permitted in each of these zones.

LEPs also include general rules such as how much floorspace a development can include, maximum heights of buildings, and the size of newly created new lots of land. LEPs are generally prepared by Council and approved by the State Government. Once an LEP is approved, it becomes part of NSW planning legislation. LEPs are progressively amended via the Planning Proposal process.

A DCP is a set of Council controls that guide development outcomes. The DCP also supplements the provisions of Wollongong LEP 2009. There are many chapters in the DCP, and each one covers a different development type or constraint which needs to be managed as part of the development process. This includes but is not limited to residential houses, businesses, bush fire protection, stormwater management and local heritage conservation. There are also sections of the DCP that have rules for specific precincts, such as the Wollongong City Centre and the West Dapto urban release area.

The DCP chapters are reviewed and updated as required, usually to implement the actions of an adopted strategy, to reflect changing legislation, maintain currency or improve the development assessment process.

Chapter A1 Introduction Background

The Wollongong DCP 2009 commenced on the 3 March 2010. Chapter A1 Introduction is the first chapter of the DCP. This chapter contains various administrative provisions including details on how to use the DCP, variation request process, site and context analysis requirements, pre-lodgement details, development assessment processes, and submission requirements. The Chapter was amended in 2016 to incorporate a new aim in response to a sustainability review of the DCP. Since 2016, amendments have been carried out to various planning policies, supporting documentation and associated Council policies and procedures. As a result, a review of this Chapter has occurred to reflect contemporary legislative and policy amendments, and to update its currency.

Council is also in the process of implementing outcomes from the recent Service Optimisation Review focusing on documentation relating to Council's Development Assessment and Certification (DAC) functions. The outcomes from this review have direct implications for proposed amendments to DCP Chapter A1. Consultation with DAC has been ongoing to ensure a coordinated outcome is achieved, particularly in relation to the presentation of relevant information being relocated from the DCP chapter to Council's webpage.

A new template for the DCP has recently been developed to improve legibility. As the chapters are progressively reviewed and updated, all chapters of the DCP will be transitioned into this new format.

PROPOSAL

Since the Wollongong DCP 2009 – Chapter A1 Introduction was last updated in 2016, there have been updates to the State Government legislation, State Government guidelines and Council Policy and processes relevant to this Chapter of the DCP.

A review of Chapter A1 has been undertaken which identified the need to update and amend this Chapter. Internal consultation was conducted with relevant Council Divisions to understand how Chapter A1 is utilised with the aim of incorporating improvements.

The DCP Chapter was also benchmarked against similar Chapters adopted by other LGAs, including -

- City of Sydney Council.
- Sutherland Shire Council.
- Shoalhaven City Council.
- Woollahra Municipal Council.

Due to the extent of format and structure changes applying to the whole of the chapter, a marked-up version of the draft revised Chapter A1 has not been provided. Rather a clean version has been attached to this report. The key amendments to the chapter are outlined below.

Proposed Changes and Explanation

1 New Format

The proposed amendments to Chapter A1 have been prepared in the new format (Attachment 1). This new format has resulted in minor changes to layout, numbering and presentation of figures within the Chapter. A new format will be rolled out for all future amendments to DCP Chapters.

2 Legislative & Policy Updates

Chapter A1 of the DCP contains various references to NSW planning legislation and Council policies which are no longer current. The Chapter also includes outdated educational information which is not relevant for a DCP Chapter and are proposed for removal. Consequently, various amendments are proposed throughout the chapter to update the content of the DCP and remove duplication where current information is available in other Council policies or on Council's website.

3 Aim & Objectives

The Aims and Objectives of the entire DCP are contained within Chapter A1. The draft changes have been proposed to reflect Council's current approach to improve Ecologically Sustainable Development, enhance design outcomes for development and manage environmental site constraints.

4 Site and Context Analysis

Chapter A1 contains a suite of development controls related to the preparation of site and context analysis plans. The preparation of a site and context analysis represents the first phase in the development of plans for submission of a development application. This process aids in better overall design outcomes as constraints, opportunities and development controls can be considered as first principles and inform the design phase which lead to a development application.

To aid in enhancing design outcomes, a comprehensive review of these controls has been undertaken. This has resulted in an updated set of controls being prepared which includes the following key elements:

- a Details outlining the intentions and benefits of good design outcomes facilitated by site and context analysis and Connecting with Country framework activities and actions.
- b Details outlining lodgement requirements relating to the preparation of survey plans to support the preparation of site and context analysis documentation.
- c Specific requirements for the preparation of site and context analysis drawings and written commentary relevant to the type and scale of development to ensure an appropriate level of detail is provided. In particular, there is a requirement for larger complex proposals to include a more detailed site and context analysis, whereas smaller developments require a less detailed analysis.

5 Pre-lodgement Details

Pre-lodgement meetings are a key component in the preparation of development applications for complex sites and developments. These meetings are an opportunity for the Applicant to present a set of draft plans and documents and seek feedback from Council prior to lodgement. To enhance the existing controls, several minor amendments are proposed relating to when a pre-lodgement meeting should be sought, how meetings are conducted and their intended outcomes.

6 Development Application Lodgement Requirements

Chapter A1 currently sets out application lodgement requirements via a matrix table which outlines development types against what plans and documents are required to be lodged. The information contained in this matrix is now outdated as these listed lodgement requirements have not kept pace with changes to planning legislation and contemporary technical documentation. It is also duplicated on Council's website. Consequently, it is proposed to remove the lodgement matrix table from the DCP Chapter and replace it with a reference link to the existing lodgement checklist located on Council's website which is regularly updated by DAC. This will allow regular updates to be made to this online checklist without requiring the need for a DCP amendment.

Educational details outlined in the lodgement requirements section relating to Planning Certificates is also proposed to be removed as these activities are managed by separate Council services and policies not aligned with the purpose of Chapter A1.

CONSULTATION AND COMMUNICATION

Consultation was conducted with internal Council staff during the drafting of the revised Chapter A1. Council staff involved in the assessment of development applications assisted in the preparation of the revised chapter including those involved in the recent Service Optimisation Review which aims to update development related content on Council's website and improve customer experience.

Advice was also sought from Council's Legal Team to check for clarity, legibility and legal correctness of the proposed DCP Chapter amendments.

This report proposes public exhibition of the draft amendments to Chapter A1 for a minimum period of 28 days. All submissions will be reviewed, and any post exhibition revised amendments will be reported to a future Council meeting for consideration prior to adoption.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong Our Future 2032 Community Strategic Plan Objectives 1 *"We value and protect our environment"* and 5 *"We have a healthy community in a liveable city"*. It specifically delivers on the following –

Community Strategic Plan	Delivery Program 2022-2026
Strategy	Service
1.5 Maintain the unique character of the Wollongong Local Government Area, whilst balancing development, population growth and housing needs	Land Use Planning
5.2 Urban areas are created and maintained to provide a healthy and safe living environment for our community.	

RISK MANAGEMENT

The revised DCP Chapter A1 will provide improved clarity to Council and the community regarding the lodgement requirements and development assessment process. The exhibition process will allow the community to provide further input into the draft amendments proposed to Chapter A1 Introduction.

FINANCIAL IMPLICATIONS

There is no financial implication for Council to progress this work. The review has been undertaken using internal resources under the current operational budget.

CONCLUSION

A review of Wollongong Development Control Plan 2009 Chapter A1 Introduction has been undertaken and identified the need for amendments in line with current legislation, State Government guidelines and Council Policy. This report recommends that the revised draft Wollongong Development Control Plan 2009 Chapter A1 Introduction be endorsed for exhibition for a minimum period of 28 days.



Part A Introduction

Chapter A1 Introduction

Contents

1.	NAME AND COMMENCEMENT OF THIS DEVELOPMENT CONTROL PLAN	2
2.	REVIEW OF THIS DEVELOPMENT CONTROL PLAN	2
3.	PURPOSE OF THE DEVELOPMENT CONTROL PLAN	2
4.	OBJECTIVES OF THIS DEVELOPMENT CONTROL PLAN.....	2
5.	RELATIONSHIP WITH OTHER PLANS AND POLICIES	3
6.	HOW TO USE THE DEVELOPMENT CONTROL PLAN.....	3
7.	VARIATIONS TO DEVELOPMENT CONTROLS	3
8.	SITE AND CONTEXT ANALYSIS	4
9.	PRE-LODGEEMENT MEETINGS FOR DEVELOPMENT APPLICATIONS.....	7
10.	WHEN IS A DEVELOPMENT APPLICATION REQUIRED.....	8
11.	REQUIREMENTS FOR THE LODGEEMENT OF A DEVELOPMENT APPLICATION	8

DOCUMENT CONTROL

Rev No.	Adoption Date	In Force Date	Revision Details
1	21 November	14 December	Update aim resulting from sustainability review
2	Table text	[Comments]	Update legislation, layout and site and context

Chapter A1 Introduction

1. NAME AND COMMENCEMENT OF THIS DEVELOPMENT CONTROL PLAN

This document may be cited as Wollongong Development Control Plan 2009 (DCP 2009). DCP 2009 was adopted by Council on 15 December 2009 and came into effect on 3 March 2010. Some individual Chapters, including this Chapter, have since been amended.

This DCP 2009 has been prepared in accordance with Section 3.43 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and Section 16 of the *Environmental Planning and Assessment Regulation 2021*.

2. REVIEW OF THIS DEVELOPMENT CONTROL PLAN

Council reviews DCP 2009 on a periodic basis. The Document Control table showing the revision dates for each Chapter is available as part of the Contents page. Council's website contains the current version of the DCP.

3. PURPOSE OF THE DEVELOPMENT CONTROL PLAN

The purpose of DCP 2009 is to outline controls to guide development. This DCP supplements the provisions of Wollongong Local Environmental Plan 2009 (Wollongong LEP).

Under Section 4.15 of the EP&A Act, the consent authority is required to take into consideration the relevant provisions of this DCP in determining a Development Application for development in the Wollongong Local Government Area (LGA). The consent authority must also take into consideration relevant provisions of this DCP when determining an application for modification of a consent under section 4.55 of the EP&A Act.

Notification of Development Applications will take place in accordance with Council's Community Participation Plan.

4. OBJECTIVES OF THIS DEVELOPMENT CONTROL PLAN

- a) To provide detailed development controls within a single document which support the Wollongong LEP.
- b) To ensure relevant information is submitted with Development Applications.
- c) To ensure development is consistent with the principles of Ecologically Sustainable Development; is energy, water and waste efficient; and minimises carbon emissions during construction and operation.
- d) To ensure that development contributes to the quality of the natural and built environments.
- e) To encourage development that contributes to the quality of the public domain.
- f) To ensure development responds positively to the qualities of the site and the character of the surrounding locality.
- g) To encourage the provision of development that is accessible and adaptable to meet the existing and future needs of all residents, including people with a disability.
- h) To ensure development is of a high design standard and reflects the *Better Placed: An integrated design policy for the built environment of New South Wales* (2017).
- i) To ensure new development is consistent with the desired future character for the area as articulated in Chapter D1 of this DCP.
- j) To ensure environmental constraints are satisfactorily considered.
- k) To protect areas of high scenic and aesthetic value.

Chapter A1 Introduction

- l) To ensure new development contributes to safe and livable environments.

5. RELATIONSHIP WITH OTHER PLANS AND POLICIES

This plan applies to all lands within the Wollongong LGA.

Wollongong LEP is the principal environmental planning instrument which applies to the majority of land within Wollongong LGA. In the event of any inconsistency between this DCP and the LEP, the Wollongong LEP will prevail.

State Environmental Planning Policies (SEPPs) may also apply to certain land in the Wollongong LGA. The statutory provisions of any SEPP prevail over the Wollongong LEP and this DCP, in the event of any inconsistency.

Different SEPPs cover a range of development types including but not limited to secondary dwellings, boarding houses, education facilities, hospitals, seniors living, infrastructure and complying development.

6. HOW TO USE THE DEVELOPMENT CONTROL PLAN

This DCP is divided into parts as described in Table 1. Each part is then divided into chapters.

Development applications and applications to modify a consent need to comply with the requirements of all relevant chapters of the DCP.

DCP Parts - Table 1

Part	Part Title
A	Introduction
B	Land Use Based Controls (eg Residential Development, Residential Subdivision, Mixed-Use Development, Employment Zones, Rural Zones and Development in the Illawarra Escarpment)
C	Specific Land Use Controls (City Wide)
D	Locality Based DCPs / Precinct Plans
E	General Controls
Appendix	4. Definitions

7. VARIATIONS TO DEVELOPMENT CONTROLS

DCP 2009 aims to allow flexibility in the application of development controls to promote innovation and design excellence. Council may consider variations to the requirements of the DCP in certain circumstances.

Variation to a development control will be considered on a case-by-case basis. Proposed variations must be supported by written justification which demonstrates that the objectives of the development control have been achieved.

7.1 Objectives

- To ensure variations to development controls are clearly described in applications
- To ensure variations to development controls are supported by thorough supporting documentation in the appropriate format

Chapter A1 Introduction

- c) To ensure the variation statement addresses the potential impacts of the variation
- d) To ensure the proposed variation meets the objectives of the relevant development control(s)

7.2 Development Controls

- 1) The variation statement must address the following points:
 - i) The control being varied;
 - ii) The extent of the proposed variation and the unique circumstances as to why the variation is requested;
 - iii) Demonstrate how the objectives are met notwithstanding the proposed variations; and
 - iv) Demonstrate that the development will not have additional adverse impacts as a result of the variation.
- 2) The variation statement should be contained within the Statement of Environmental Effects accompanying a development application.
- 3) Any written variation request must be supported by detailed site analysis and other necessary documentation.

The fact that an existing development may not comply with one or more of the development controls, does not necessarily mean that the development control is unreasonable or unnecessary, when applied to other development.

More specific requirements relating to variation statements may be included under the individual chapters of this DCP.

8. SITE AND CONTEXT ANALYSIS

'Good design in the built environment is informed by and derived from its location, context and social setting. It is place-based and relevant to and resonant with local character, and communal aspirations. It also contributes to evolving character and setting.'

Better Placed: An integrated design policy for the built environment of New South Wales (2017)

Site and context analysis identifies the key elements of the site and its context before the design of a development occurs. By identifying and describing the elements of the locality and the conditions that impact upon the development site, opportunities and constraints for development can be understood and addressed in the design.

Site and context analysis should inform clear strategies and principles about how the design will respond to elements of site and context. These strategies should form part of the Site and Context Analysis document set submitted with a Development Application.

All land, sea and sky in Wollongong LGA was, is, and always will be Aboriginal Country. Wollongong Council acknowledge the Traditional Custodians of the land on which our City is built, the Aboriginal people of Dharawal Country. We recognise and appreciate their deep connection to this land, waters and our greater community.

Applicants are encouraged to educate themselves through cultural awareness training and available resources to develop an understanding of the Country they are working on. Attention is drawn to the *GANSW Connecting with Country* framework as a key resource. For Site and Context Analysis, the activities and actions described in the section *Imagining with Country: Design* (pg 45) and expanded in section 4 *Designing with Country* (pgs 56-73) are highlighted as specifically relevant.

Chapter A1 Introduction

8.1 Objectives

- a) To identify requirements for Site and Context Analysis.
- b) To ensure that the design response is informed by the consideration of relevant elements of the site and its context.
- c) To ensure the Site and Context Analysis includes drawings and written information as appropriate to the type, scale and impact of the proposed development.

8.2 Development Controls

- 1) A Site and Context Analysis must accompany all Development Applications, except for internal alterations to existing buildings.
- 2) The Site and Context Analysis must be informed by a separate survey plan prepared by a registered surveyor. This separate survey plan is a lodgment requirement for all development applications, except for internal alterations to existing buildings.
- 3) The separate survey plan must:
 - i) Include the Registered Surveyor's name and Surveyor's number.
 - ii) Be less than two (2) years old at the time of Development Application lodgment. Should there be evidence of recent significant change onsite, a new survey plan is to be submitted.
 - iii) Where the proposed works are within one metre of side and rear boundaries, be based on a boundary survey which clearly shows the position of existing fences, walls and buildings in relation to lot boundaries.
 - iv) Include all lot boundaries and associated dimensions.
 - v) Include a true north point.
 - vi) Include a scale which references page size (i.e. 1:200 @ A3).
 - vii) Include spot levels and existing contours related to Australian Height Datum (AHD) with benchmark details and origin of levels shown.
 - viii) Include any easements and rights of way including party walls and common walls, supported by supplementary documentary evidence (Section 88B instrument or dealings) which are to be relied on.
- 4) The survey plan must include the full site and a portion of the adjacent public and private domain sufficient (minimum three metres from boundary) to show the:
 - i) Location of all existing structures, with floor level and ridge heights.
 - ii) Location of existing structures on adjoining land including description, street number, floor levels, ridge heights, balconies, awnings, and window levels and locations in the walls closest to the side boundaries.
 - iii) Location, type and height of boundary fencing and walls.
 - iv) Difference in levels between the site and adjacent properties.
 - v) Locations and levels for road kerbs, road crests, vehicle crossings and footpaths.
 - vi) All visible services within the site and road reserves, including stormwater pits and invert levels, hydrants, sewer manholes, electrical and telecommunications infrastructure etc.

Chapter A1 Introduction

- vii) Trees – exact position, trunk diameter (if greater than 200mm), level at base, height, spread, and species (if known) – both on the subject site, and on adjoining land within 3 metres of the site boundaries.

- 5) Development Applications must provide a Site and Context Analysis document set. Dependent on the scale of the proposed development, this will consist of a *location plan*, *context plan*, *site plan*, *street elevations*, *sections* and other drawings and written commentary sufficient to demonstrate a clear understanding of the contextual conditions present for the site and reveal clear design strategies to inform a high quality, place-based design response. The different requirements of the Site and Context Analysis document set are set out below.

- i) The *location plan* will indicate the site's location in relation to the key features of the broad context including the major landscape elements, urban structure, land use activities and transport networks.

Landscape elements including but not limited to the Illawarra Escarpment - *Merrigong*, Lake Illawarra - *Jubborsay*, rivers – *Dharagang*, beaches – *Marrang*, and the sea – *Garringarrang* have cultural significance for Aboriginal people and should be considered at this scale.

The *location plan* illustrates opportunities and constraints in relation to major views, development activities, and access to transport, open and natural spaces and goods and services.

Depending on the proximity of key features, a scale between 1:5,000 and 1:20,000 (at A3) to reference a radius of around 1km to 5km is recommended.

The *location plan* is not an application requirement for single dwellings or dual occupancies.

- ii) The *context plan* will indicate the site's relationship to the key features of the local context including the street grid and subdivision pattern, movement networks, open public spaces, heritage places, significant landscape. At this scale the analysis can also include key planning controls and environmental constraints such as built form envelope restrictions (ie building heights), flood hazard levels, bushfire ratings and the like. The context plan should be supported by context sections where there is a significant topographic variation across the surrounding area.

Depending on the proximity of key features, a scale between 1:2,500 and 1:5,000 (at A3) to reference a radius of around 500m to 1km is recommended.

- iii) The *site plans*, *elevations*, *sections* and *3D-views* are to demonstrate the potential amenity impacts from and on neighbouring sites and significant public domain in the area of influence.

The *site plans*, *sections*, *elevations* and *3D-views* must be sufficient to demonstrate that any of council's sun access planes, protected views and proposed pedestrian links have been acknowledged and addressed by design strategies.

The *street elevations* will demonstrate the site's relationship to the lot pattern (grain) and built form (massing) of the street and surrounding lots and illustrate any important aspects of existing or future character. *3D-views* may be included to compliment the information presented in the elevations.

These drawings will define what design strategies should be used to ensure the development is situated and massed to be contextually appropriate, how access to daylight, privacy and views can be shared, and how the different parts of the site should be organised.

Scale as appropriate to show the full site and impacted/impacting neighbouring properties.

- iv) Diagrammatic mapping, photographs, details and sketches of any relevant materials, formal or character elements that should inform the design will support the site and context analysis.

Chapter A1 Introduction

- v) Photographs, sketches and details of significant landscape features including trees (to be retained or otherwise) and public domain can also be prepared to support the site and context analysis.
- 6) All Site and Context Analysis plans and documents must be prepared to scale and accurately show all relevant information, as follows:
 - i) All relevant existing information from the survey plan
 - ii) A visual and written representation of planning controls relevant to the site. At a minimum:
 - LEP: land use zone, height of building limit, floor space ratio, sun access plane or overshadowing requirements, reservations on the land, heritage items, heritage conservation areas.
 - DCP: ground and upper storey setbacks, street wall and heights in storeys, landscape and deep soil requirements, future pedestrian links, view corridors, local character statements.
 - iii) A visual and written representation of site conditions including, but not limited to, the following:
 - Site orientation and local climatic features including wind type and direction.
 - Any endangered ecological community (EEC) or High Conservation Value native vegetation.
 - Flood affected land.
 - Slope instability, contaminated land, landfill areas.
 - Services and utilities including location of drainage infrastructure, sewer mains and connection for utility services.
 - Movement corridors including local streets and pedestrian pathways, and site access for vehicles and pedestrians.
 - Views to and from the site and the existence of any significant nearby view corridors from public spaces and nearby residences.
 - Location of significant environmental features adjacent to the site including water courses and environmentally sensitive lands.
 - Pollution sources such as noise and air pollution.
 - Inner and outer bushfire protection zone areas and any trees/vegetation required to be removed for any development or Asset Protection Zones.

9. PRE-LODGE MEETINGS FOR DEVELOPMENT APPLICATIONS

A formal pre-lodgement meeting is recommended prior to the lodgement of most Development Applications. Generally development for the purpose of a dwelling house, alterations and additions to dwellings, secondary dwellings, dual occupancies and ancillary structures will not require a pre-lodgement, unless the proposal includes complex built form matters or site constraints. Contact Council to book a pre-lodgement meeting.

The preliminary concept plans required for the formal pre-lodgement meeting should include the following: site analysis, site plan, floor layout plans, elevation plans, sectional plans and a survey plan.

Pre-lodgement meetings will include Council's assessment team and specialist staff as deemed

Chapter A1 Introduction

necessary by Council. Relevant consultants and advisors engaged by the applicant should also attend these meetings.

The quality of advice provided by Council staff on a project will be dependent upon the level of information provided to Council by the applicant / applicant's consultant(s) prior to a pre-lodgement meeting.

Further pre-lodgement meetings may be warranted for significant or technically complex projects. In some cases, it may be prudent (but not mandatory) for the applicant to provide Council with the Draft Statement of Environmental Effects (SEE) or Draft Environmental Impact Statements (EIS) and other supporting technical studies, especially where the proposal involves very complex environmental assessment matters such as a flood affected site.

Pre-lodgement meeting notes will be prepared by Council after each meeting and provided to the applicant. The meeting notes will reflect the main issues discussed at the pre-lodgement meeting. The pre-lodgement meeting notes will include what supporting information / reports are required, based on the information known at that time, to be submitted with the Development Application.

An assessment officer may seek additional information at Development Application stage where such information is considered necessary to enable the proper assessment of the application, notwithstanding that this may not have been identified at any previous pre-lodgement meeting.

10. WHEN IS A DEVELOPMENT APPLICATION REQUIRED

The lodgement of a Development Application is required for any proposed development where the Wollongong LEP or any other environmental planning instrument specifies that a proposed development may only be carried out with development consent upon the land to which the instrument applies.

Certain proposed developments may be classified as either "designated development" or "integrated development" under EP&A Act or the *Environmental Planning and Assessment Regulation 2021*.

Designated development requires the preparation of an EIS which must be undertaken in accordance with the requirements of the Director-General of the NSW Department of Planning, Housing and Infrastructure.

Integrated development requires general terms of approval from the relevant authority, which if granted consent, forms part of the conditions of development consent. Separately, *Concurrence* is required when agreement from a referral authority must be obtained before the Council can determine a Development Application.

11. REQUIREMENTS FOR THE LODGEMENT OF A DEVELOPMENT APPLICATION

The requirements for the lodgement of a Development Application are outlined in the Development Application Lodgement Checklist available on the Submit a Development Application - Checklists and Application Forms page of Council's website:

http://wollongong.nsw.gov.au/__data/assets/pdf_file/0021/113097/Lodgement-Checklist-for-Development-Applications.pdf

This checklist is designed to provide a brief summary of the minimum information requirements for lodgement with a Development Application for common types of development. However, a full review of the DCP is recommended in order to ensure that all necessary information is lodged in support of a Development Application. Wollongong DCP 2009 requires applications for certain developments, and/or developments on certain land, to be accompanied by specialist or technical reports and plans.

Where a Development Application proposes an exception to a development standard the applicant must clearly identify the proposed exception at lodgement of any application in the NSW Planning

Chapter A1 Introduction

Portal and within a written request document pursuant to the *Environmental Planning and Assessment Regulation 2021*. This will enable Council to notify and exhibit the proposed exception to the development standard. Failure on behalf of the applicant to clearly identify a proposed exception at lodgement may result in re-notification of the application.

Further additional documentation may be required for a specific type of development during the assessment process.

All drawings submitted in support of an application are to be coordinated and accurate; utilise standard drawing scales (e.g. 1:10, 1:20, 1:50, 1:100, 1:200, 1:500, 1:750, 1:1000) as appropriate for drawing legibility; and in general accordance with design industry standards (such as Australian Standard AS1100).

Development Application fees are listed on the Development Application Fees and Charges page of Council's website. Development Application fees for registered charities will be waived.

<https://wollongong.nsw.gov.au/council/council-documents/fees-and-charges/fees-and-charges?fee=Development%20Application>