



Walgett Shire Council

P.O. Box 31, WALGETT, N.S.W. 2832.

Telephone: (02) 6828 1399 Email: admin@walgett.nsw.gov.au

DEVELOPMENT APPLICATION

Application No.: _____ Received date: _____ Initials: _____

Use this form to apply for **consent to carry out development**. Please place a cross in the boxes and fill out the sections in white as appropriate. To minimise any delay in receiving a decision about your application, please ensure you submit all relevant information. Once we have assessed your application, you will receive a notice of determination.

1. Details of the applicant

Mr Ms Mrs Dr Other

Your first name

Your family name

Postal Address

Suburb or town

State

Postcode

Daytime telephone

Fax

Mobile

Email

2. Identify the land you propose to develop

Flat/street no.

Street name

Suburb or town

Postcode

Lot No.

Section No.

DP No.

You can find the lot, section and DP number on a map of the land or on the title documents for the land. If you need additional room, please attach a schedule and/or a map with these details.

3. Describe the development you propose to do

3. continued

Will this work involve:

- Erecting, altering or adding to a building ➤ Is it a temporary building? Yes No
- Subdividing land
- Subdividing a building into strata units
- Demolition
- Changing the use of the land or a building (without building, subdividing or demolishing)
- Other work (without building, subdividing or demolishing)

4. Staged development

You can apply for development consent for only part of your proposal now, and for the remaining part(s) at a later stage.

Are you applying for development consent in stages?

- Yes
- No

5. Plans of the land and development

You need to provide various plans that what you intend to do, 1 hard copy and in addition a digital copy in PDF format if preferred. A checklist and information on the types of plans required is provided in Sections 14 & 15 below.

6. Environmental effects of your development

To assess your proposal, we need to understand the impacts it will have. Depending upon the nature and scale of your proposal, you need to provide one or more of the statements listed below to explain the environmental effects of your proposal. See Sections 14 & 15 for more information.

Is your proposal **designated development**?

- Yes ➤ Please attach an environmental impact statement.
- No ➤ Please attach a statement of environmental effects.

Will your proposal impact on the environment of **threatened species**?

- Yes ➤ Please attach a species impact statement.
- No

7. Other approvals from council

To carry out your proposal, you may need other approvals from the council. Under section 68 of the Local Government Act 1993. This is called an activity approval.

Do you want council to approve any other activity at the same time as this application?

- No
- Yes ➤ Please submit supporting documents after checking with Council what is required.

8. Concurrences from state agencies

Do you need the concurrence of a state agency to carry out the development? *We can help you to determine this.*

- No
- Yes ➤ Please list any agencies whose concurrence you need

9. Approvals from state agencies

If you need a development consent and one or more approvals from state agencies, your development is known as integrated development. The agency will be involved in the assessment of your proposal. See section 4.46 of the Environmental Planning and Assessment Act 1979 for more information.

Is your application for integrated development?

- No
- Yes ➤ Please attach :
 - sufficient information for the approval body(s) to assess your application
 - additional copies of your application for each agency. *We can tell you the number that will be needed.*

10. Application fee

For development that involves a building or other work, the fee for your application is based upon the estimated cost of the development. If your application is for integrated development, you need to include \$250 for each agency that will look at your proposal. We will help you calculate the fee for your application.

What is the estimated cost of your development, including GST?

\$

11. Political donation disclosure statement

Persons lodging a development application are required to declare reportable political donations (including donations of more than \$1,000) made in the previous two years.

Have you attached a disclosure statement to this request?

No

Yes

Note: For more details about political donations disclosure requirements, including a disclosure form, go to www.planning.nsw.gov.au/donations.

12. Signatures

The owners of the land to be developed must sign the application.

If you are not the owner of the land, you must have all the owners sign the application. If the land is Crown land, an authorised officer of the appropriate government department must sign the application and provide postal address. Applications for companies or organisations must be signed under company seal or be accompanied by a letter of authorisation.

As the owner of the above property, I/we consent to this application:

Owners Signature

Owners Signature

Owners Name

Owners Name

Owners Postal Address

Owners Postal Address

Telephone Number

Telephone Number

Date

Date

The applicant, or the applicant's agent, must sign the application..

Signature

IMPORTANT – PLEASE NOTE: Applications on behalf of companies and associations must be signed by two authorised persons (being applicants and/or landowners). The full name and position titles of the signatories must also be stated.

Name, if you are not the applicant

In what capacity are you signing if you are not the applicant?

Date

13. Privacy policy

The information you provide in this application will enable your application to be assessed by us and any relevant state agency. If the information is not provided, we can refuse the application. Your application will be notified or advertised to the public for comment if the development is designated development, integrated development or advertised development. The application will also be kept in a register by the council that can be viewed by the public at any time.

Please contact the council if the information in your application is incorrect or changes.

14. Lodgement checklist

ITEM	DWELLING	MANUFACTURED HOME	COMMERCIAL BUILDING	ADVERTISING SIGNS	SUBDIVISION	CHANGE OF USE	OTHER
a) Development Application form							
b) Development Application fees							
c) Owners consent (see section 12)							
d) Proposed site plan							
e) Building/structure elevations							
f) Building floor plan							
g) Basix certificate							
h) Statement Environmental Effects							
i) BCA Part J compliance report							
j) Preliminary contamination report							
ADDITIONAL ITEMS IN RURAL ZONES							
k) Environmental Impact Statement							
l) Species impact statement							
m) Koala habitat assessment							
n) Aboriginal heritage assessment							
o) Integrated development.							
p) Planning for Bushfire Protection							
q) Other information							

CHECKLIST APPLICABILITY

<input type="checkbox"/>	= Required in all cases
<input type="checkbox"/>	= Required where relevant
<input type="checkbox"/>	= Not required

NOTE1: 1 hard copy of plans and in addition Council prefers plans to be submitted as digital pdf files.

NOTE 2: The checklist is a general guide to the minimum information required from an applicant to submit a Development Application. Additional information may be required if:

- Submitted information is incomplete or incorrect.
- Additional regulatory requirements apply.

NOTE 3: Manufactured homes are also assessed under section 68 of the Local Government Act 1993 and the relevant provisions of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

15. Information on checklist items

a) Development Application form	All relevant sections must be completed to enable the application to be processed.
b) Development Application fees	Fees vary depending on the type and value of development proposed. Fee quotations can be obtained by contacting the Administrative Services Officer, Environmental Services (Ph: 02 6828 6144).
c) Owners consent	See section 13 of the application form. If the landowner has not signed the application form, then a letter from the landowner must be provided which consents to the application.
d) Proposed site plan	Drawn to scale, clearly showing: <ul style="list-style-type: none"> • Lot & DP numbers, scale and true north. • Existing buildings, structures and features. • Proposed buildings, structures, landscaping, parking, vehicle access, pedestrian access. • Any other site features likely to be relevant to the proposed development.
e) Elevations plan	Elevations of buildings and structures, drawn to scale, labelled with maximum height.
f) Floor plan	Show building layout and planned use of respective rooms.
g) Basix certificate	Required for residential buildings to detail water and energy efficiency measures. Obtain from the Basix web site at www.basix.nsw.gov.au .

h) Statement of Environmental Effects	Provide an accurate description of potential environmental impacts of the development & proposed mitigation measures. Simple developments with minimal impact need a basic statement, while developments in environmentally sensitive areas will require suitably detailed statements. A blank SEE form for simple developments can be downloaded from Council's web site at http://www.walgett.nsw.gov.au/planning/1091/44476.html . A SEE is not required when an Environmental Impact Statement is provided.
i) BCA Part J compliance report	For commercial buildings it is recommended that a Building Code of Australia (BCA), Section J compliance report be submitted with the Development Application. The report must demonstrate a building's compliance with the requirements of the BCA energy efficiency provisions. The report should be prepared by a suitably qualified person. Although the report is not mandatory at this stage (only the Construction Certificate stage), providing it now may enable the early identification of significant design issues requiring rectification.
j) Preliminary contamination report	Submit when a former land use may have contaminated the site and a proposed land use could be adversely affected. (eg. Site was previously used for fuel storage, sheep dip, rubbish tip, chemical storage, etc).
k) Environmental Impact Statement	Required if development listed in Schedule 3 of the Environmental Planning & Assessment Regulation 2000 as "designated development".
l) Species impact statement	Required if development site includes critical habitat or is likely to significantly affect threatened species, populations, ecological communities or their habitats, listed under the NSW Threatened Species Conservation Act 1995.
m) SEPP 44 – Koala habitat assessment	For rural sites > 1 hectare and ≥ 15% bimple box or river red gum trees, assessment required whether core koala habitat present. See State Environmental Planning Policy No 44—Koala Habitat Protection for (SEPP 44) details.
n) Aboriginal heritage assessment	Required for rural sites where physical works involved and near: <ul style="list-style-type: none"> • Sites of known aboriginal heritage significance. • Water bodies, mature and natural trees, rock outcrops or sand hills.
o) Integrated development.	Appropriate supporting documentation required (see point 9 in application) for any application for integrated development under section 4.46 of the Act. Applies where a relevant approval also required under the: <ul style="list-style-type: none"> • Fisheries Management Act 1994, • Heritage Act 1977, • Mining Act 1992, • National Parks & Wildlife Act 1974, • Petroleum (Onshore) Act 1991, • Protection of the Environment Operations Act 1997, • Roads Act 1993, • Rural Fires Act 1997 • Water Management Act 2000.
p) Planning for Bushfire Protection	If development site is mapped as bush fire prone, then compliance with 'Planning for Bushfire Protection 2006' guidelines may be required. See following internet sites for additional information: <ul style="list-style-type: none"> • Bush fire prone land map – http://www.walgett.nsw.gov.au/planning/1119/180104.html • Bush fire prone land requirements http://www.rfs.nsw.gov.au/dsp_content.cfm?CAT_ID=900
q) Other information	In some cases other information may also be required to enable Council to understand and assess the application appropriately, including: <ul style="list-style-type: none"> • Shadow diagrams, if building more than one storey and will overshadow neighbouring land. • List of existing, and proposed, fire safety measures where an existing building will be subject to a change of use or a significant extension/alteration. • Contour plan. • Waste management plan, where significant waste volumes will be generated. • Stormwater management plan, where stormwater flows will be significantly altered. • Assessment whether the proposed development requires referral under the federal Environment Protection and Biodiversity Conservation Act 1999.

Please contact Council's Town Planner:

- **To arrange a pre-lodgement meeting to discuss a proposed application.**
- **For more information on any issue associated with an application.**