



# HUNTER'S HILL COUNCIL

## DEVELOPMENT APPLICATION

Made under the *Environmental Planning and Assessment Act 1979 (Section 4.12)*

### 1. APPLICANT

It is important that we are able to contact you if we need more information so please give as much detail as possible.

Please note that the applicant is the only person who Council will communicate with on this matter.

Mr  Mrs  Ms  Miss  Dr  Other  \_\_\_\_\_

Applicant's Name  
(Please See Note below) \_\_\_\_\_

Company's Name  
(Please See Note below) \_\_\_\_\_

Contact Person  
Person who may be contacted to discuss the application during business hours, where the applicant is a company, owners corporation or more than one person, and not a third party.

Postal Address  
(PO Box is not acceptable) \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

**Please note:** Council Officers will address all correspondence and discuss the applications with **THE APPLICANT including address and contact details** as stated on the application. It is important that there is **ONE POINT OF CONTACT ONLY**. It would be appreciated if the person responsible for the carriage of the application could be nominated on the application form as the applicant.

### 2. LOCATION OF PROPERTY (Where the proposed work is to be carried out)

Unit No \_\_\_\_\_ House No \_\_\_\_\_ Lot/DP \_\_\_\_\_

Street \_\_\_\_\_

Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

### 3. CONSENT OF OWNER

Every owner of the land must sign this form. If the owner is a corporation, the form must be signed by the authorised director and the common seal must be stamped on this form. If the property is a unit under strata title or a lot in a community title, in addition to the owner's signature the common seal of the body corporate must be stamped on this form over the signature of the owner and signed by the chairperson or secretary of the Body Corporate or the appointed managing agent.

Owner \_\_\_\_\_ Address \_\_\_\_\_

*As owners of the land to which this application relates I/we consent to this application. I/we also give consent for authorised Council Officers or its agents, solicitors or consultants to enter the land to carry out inspections relating to this application.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# DEVELOPMENT APPLICATION - Part 1 Application and Site Details

### 3. CONSENT OF OWNER CONTINUED....

Without the owner's consent, we will not accept the application.

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 attached documentary evidence (e.g. Power of Attorney, executor, trustee, company director, etc.).

### 4. POLITICAL DONATIONS and GIFTS DISCLOSURE STATEMENT

Have you or any person with a financial interest in this development application made a political donation or gift within the last 2 years? Yes  No

If yes, have you completed and attached a Political Donations and Gifts Disclosure Statement? Yes  No

### 5. DESCRIPTION OF WORK

Please briefly describe the application, including signs, hours of operation, subdivision, demolition etc...

If any 'prescribed' vegetation is to be pruned or removed in conjunction with the proposed development it must be clearly addressed on the site analysis and landscape plan submitted with the development application.

'Prescribed' Vegetation is specified under Chapter 2.3 clause 2.3.3. of Hunters Hill Consolidated Development Control Plan 2013.

Refer to clause 2.3.6 of the Consolidated Development Control Plan 2013 for information required on the site analysis and landscape plan.

Additional technical reports must be provided for situations or species to be pruned or removed as described in clause 2.3.4(d) and clause 2.3.6 (d) of Hunters Hill Consolidated Development Control Plan 2013.

- |                       |  |  |
|-----------------------|--|--|
| Type of Work Proposed | <input type="checkbox"/> New Dwelling/s            | <input type="checkbox"/> Change of use                         |
|                       | <input type="checkbox"/> Alterations and additions | <input type="checkbox"/> Sign or Advertisement                 |
|                       | <input type="checkbox"/> Garage / Carport          | <input type="checkbox"/> Swimming Pool                         |
|                       | <input type="checkbox"/> Demolition                | <input type="checkbox"/> Subdivision — Strata or Torrens Title |
|                       | <input type="checkbox"/> Earthworks or similar     |  |

### 6. ESTIMATED COST OF WORK

The estimated cost of development or contract price should include GST and will be checked by Council before final acceptance. \$ \_\_\_\_\_

A Cost Summary Report must be completed for works with a value Between \$100,001 and \$1,200,000. The report is to be completed by a licenced builder.

A Detailed Cost Report must be completed for works with a value of \$1,200,001 or greater. The report is to be prepared by a quantity surveyor.

Please print the name and phone number of the person certifying the value of work. \_\_\_\_\_

### 7. PRE-LODGEMENT ADVICE

Has the proposed development been considered by Council's Development Control Unit? Yes  No

If Yes, has the formal advice been attached. Yes  No

Date of Meeting? \_\_\_\_\_



## DEVELOPMENT APPLICATION - Part 1 Application and Site Details

### 8. INTERGRATED DEVELOPMENT

Yes  No

Integrated development is development, that in order for it to be carried out, requires the consent of one or more approvals from a NSW State Government Agency. The aim of Integrated Development is to promote a unified, whole government approach to the assessment. Please consult the "Integrated Development List" in Schedule 2.

A processing fee of \$140 applies.

You must also attach a \$320 cheque made payable to **each** approval body from which you seek integrated approval.

For integrated development additional plans, statements of environmental effects and heritage statements are required. Please contact Customer Service to find out how many copies of each are required

- Fisheries Management Act 1994 s 144, s 201, s 205 and s 219
- Heritage Act 1977 s 58
- Mine Subsidence Compensation Act 1961 s 15
- Mining Act 1992 ss 63,64
- National Park and Wildlife Act 1974 s 90
- Petroleum (Onshore) Act 1991 s 90
- Protection of Environment Operations Act 1997 ss 43(a), 43(b), 43(d), 47, 48, 55 and 122
- Roads Act 1993 s138
- Rural Fires Act 1997 s 100b
- Water Management Act 2000 ss 98, 90, 91

### 9. STAGED DEVELOPMENT

Yes  No

Are you applying for a staged development? If you answered 'Yes' to this question please attach details.

### 10. BUILDING MATERIALS

Tick one box for each of the walls, floor, roof and frame.

This information is used by the Australian Bureau of Statistics.

#### Roof

- 10 Tile
- 20 Concrete/Slab
- 30 Fibre Cement
- 60 Steel
- 70 Aluminium
- 80 Other
- 90 Not Specified

#### Walls

- 12 Brick Veneer
- 20 Concrete, Stone
- 30 Fibre Cement
- 40 Timber, Weatherboard
- 50 Curtain Glass
- 60 Steel
- 70 Aluminium Cladding
- 80 Other
- 90 Not Specified

#### Floor

- 40 Timber
- 60 Steel
- 70 Aluminium
- 90 Not Specified

#### Frame

- 40 Timber
- 60 Steel
- 70 Aluminium
- 80 Other
- 90 Not Specified

### 11. PROPOSED USE OF BUILDING

What will the principal use of the building, if this application is approved.

- Single Dwelling
- Dual Occupancy
- Secondary Dwelling
- Residential flats, serviced apartments, attached dwellings
- Hotel, motel, boarding house, hostel
- Offices (commercial)
- Retail
- Factory, service station
- Warehouse, showroom
- Public buildings, halls, educational, laboratories
- Outbuildings, garages, pergolas, pools, signs
- Other, please describe



## DEVELOPMENT APPLICATION - Part 2 Development Details

### 14. NUMBER OF DWELLINGS

*The NSW Planning & Environmental use  
this information for statistical purposes*

	Existing	Proposed
Single Dwelling		
Bed-sitter units		
1 Bedroom unit		
2 Bedroom units		
3 Bedroom units		
4 Bedroom units		

### 15. GROSS FLOOR FOR ALL DEVELOPMENTS

*The NSW Planning & Environmental use  
this information for statistical purposes*

Existing	Proposed

### 16. OPERATING HOURS (COMMERCIAL/RETAIL ONLY)

Number of Staff/Employees

Existing	Proposed

Working Hours	From	To
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

### 17. PARKING & LOADING FACILITIES (Commercial / Retail)

Number of Parking Spaces

Number of Loading Spaces

Existing	Proposed

### 18. HERITAGE AND CONSERVATION

Is the building an item of environmental heritage or in the vicinity of an item of environmental heritage or in a conservation area.

Yes  No

If so, are you demolishing all or any part of the building?

Yes  No

If so, are you altering or adding to any part of the building?

Yes  No

Is the item a stone wall?

Yes  No

If you answered "Yes" to any of these questions three (3) copies of a Heritage Management Document will be required, in accordance with the NSW Heritage Branch Guidelines.

Council requires a Statement of Heritage Impact.



## DEVELOPMENT APPLICATION - Part 2 Development Details

### 19. CURRENT USE

Current or last known use.

Is this use still operating?

Yes  No

If the premises are currently vacant, when did the last use cease?

(Note: if you are relying on "existing use rights" for your approval, the onus is on you to prove that the use was lawful, and that is still current.)

dd/mm/yyyy

\_\_\_\_\_

Does this proposal relate to an approved boarding house?

Yes  No

Is the proposal part of a non-strata titled residential flat building?

Yes  No

All the details sought in the accompanying checklist must be provided. If you are planning a major development or developing land that may be environmentally sensitive you will also need to seek advice from Council's staff as additional information may be required. On-site inspections are carried out prior to the assessment of any application. As a result of this inspection further information may sometimes be required. A Council Officer will contact you soon after their initial inspection if this is the case.

**THE COMPLETED CHECKLIST MUST BE SUBMITTED WITH THIS APPLICATION. FAILURE TO PROVIDE THE REQUIRED DOCUMENTATION TO ACCEPTABLE STANDARD WILL RESULT IN YOUR APPLICATION BEING RETURNED.**

### 20. DECLARATION

This application **must** be signed by the applicant to be accepted by Council .

*(If the applicant is a company or strata title body corporate, this declaration must be signed by a director or authorised delegate, under common seal).*

I apply for approval to carry out the development or works described in this application.

I declare that all the information in the application and checklist is, to the best of my knowledge, true and correct.

I understand that if the information is incomplete the application may be delayed or rejected or more information may be requested.

I acknowledge that if the information provided is misleading any approval granted 'may be void' and may be resolved by Council.

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

### Privacy Statement

The personal information requested in this form is required under the *Environmental Planning and Assessment Act 1979* and will only be used in connection with the requirements of this legislation. If you do not provide the information, Council will not be able to process your



## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

#### Plans

Plans include the site plan, site analysis, floor plan, elevations and section. Plans must be drawn to scale in ink and on A3 size paper, a **USB in Adobe Acrobat PDF Format** is required for every application. Free hand, single line or illegible drawings will not be accepted. Must be provided at time of submitting application (emails will not be accepted).

**Five A3 copies** of all plans must be submitted with your Application

**Six A4 copies** of each plan must be supplied, for neighbour notification (site plan and elevation only)

All plans must drawn to scale 1:100 or 1:200

**USB** Any document submitted with this application is also required to be submitted in electronic PDF format. One (1) file for each document is required. Maximum size is not to exceed 5MB.


**Note:** If updated / amended plans are required then a **Five A3 copies** of all plans, **Six A4 copies** of each plan for neighbour notification and **USB** must be supplied.

The file name must include the property address following the description of each file. Examples of acceptable file names appear below:

Development Application Form Part A  
Notification Plan

Development Application Form Part B  
Floor Plan

#### Certification of USB:

I/we declare that the information submitted on USB is identical to the details submitted on hard copy plans and documentation.

I/we accept Council cannot be held responsible for any discrepancies of information provided on the electronic and hard copy plans and documents.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

The following information must be included on all plans and documentation:

- Applicants name, block/house/shop/flat number, street name and town.
- Lot number, section number and deposited plan number.
- Measurements in metric.
- The position of true north.
- Proposed additions/alterations to be coloured.
- Building or parts of building to be demolished to be indicated in outline.
- Designer/Architect name, address, telephone number.
- All drawings are to be numbered.
- **2 copies** of the actual colour sample of external finishes (**A4 size only**). Actual colour samples/swatches are to be provided ) not electronically reproduced colour samples).




## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST Continued....

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

#### **Survey Plan (up to date and for major works) (2 copies)**

Information should include:

- To Australian Height Datum (AHD) plan to scale preferable 1:100.
- Bench mark on the kerb or other suitable fixed point.
- Plan to show all existing structures.
- Plan to show the exact location of all vegetation within height of 4 metres or greater or a stem diameter of 200mm or more measured 1.4 metres above ground level (existing). The RL at the stem base and height and canopy spread.
- Location/position of all buildings/structures on adjoining land, showing the street address, floor levels and ridge heights at the boundary.
- Levels—contours.
- Easements and rights of way.


#### **Site Analysis (5 Copies)**

Refer to Part 1 of Hunters Hill Consolidated Development Control Plan 2013 Chapter 1.4(b) for the information to be provided in the site analysis.

- Details of the site.
- Description of the surrounding natural environment.
- Evaluation of heritage and/or character.
- Details of any 'prescribed' vegetation to be pruned or removed.
- Description of residential amenity (if relevant).
- Diagrams or a written statement which demonstrates how the proposed development has responded to features of site and surroundings.


#### **Site Plans (5 Copies)**

A site plan is a birds-eye view of the existing and proposed development on the site and its position in relation to boundaries and neighbouring developments.

A site plan must illustrate:

- Length, width and site area of land, both existing and proposed.
- Width of road reserve.
- Distance from external walls and outermost part of the proposed building to all boundaries.
- Approximate distance from proposed building to neighbouring buildings.
- Location of the new and existing buildings in relation to site boundaries.




## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST Continued....

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

#### Site Plans Continued.. (5 Copies)

- Location/position of all building/structures on adjoining land including windows facing your development (showing the street address).
- Location of any existing and proposed fences, landscaping features such as swimming pool, retaining walls, paved areas and driveways.
- Spot levels at each corner of the building.
- Existing stormwater drainage location. If stormwater run-off is to increase show proposed drainage details including location.
- Locations of vehicle access and car parking (including extent of cut and fill and gradients).
- Zone boundaries if multiple zonings apply.
- Site fencing during construction.


#### Floor Plans (5 Copies)

A floor plan is a birds-eye view of your existing and/or proposed layout of rooms within the development  
Floor plans must illustrate:

- Outline of existing building/development on site (shown dotted).
- Room names, areas and dimensions.
- Window and door location and size.
- Floor levels and steps in floor levels (RL's).
- Access for disabled (if in a new building other than single dwelling house).
- Location of plumbing fixtures where possible.
- Wall structure type and thickness.


#### Landscape Area Calculation Plan (5 Copies)

When calculating the landscape for dwelling houses and secondary dwellings, please refer to clause 6.9 of Hunters Hill Local Environmental Plan 2012 and clause 3.3.4 of Hunters Hill Consolidated Development Control Plan 2013.

Plans preferably a coloured CAD Drawing must be submitted showing calculation of landscape area and any reductions made under clause 6.9(4) of Hunters Hill Local Environmental Plan 2012.

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## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST Continued....

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

#### **Elevation Plans** *(for applications to erect a structure)* (5 Copies)

Elevation plans are a side on view of your proposal. Elevations of all four sides (north, south, east and west facing) of your development must be included in your application.

Elevation plans are to include:

- Outline of existing building/development on site (shown dotted).
- Location/position of all buildings/structures on adjoining property (showing the street address).
- Exterior cladding type and roofing material and colour.
- Window size and location.
- Stormwater drainage pipes (downpipes and gutter) and Chimneys, flue exhaust vents, duct inlet or outlet.
- Reduced levels (AHD) for ridge and floors.


#### **Sections** (5 Copies)

A section is a diagram showing a cut through the development at the most typical point.

Section plan are to include:

- Outline of existing building/development on site (shown dotted).
- Section names and where they are shown on plan i.e. A/A, B/B etc.
- Room names.
- Room and window heights.
- Details of chimneys, fire places and stoves.
- Roof pitch and covering.
- Site works, finished and proposed floor and ground levels in LS (indicate cut, fill and access grades).
- Construction details.


#### **Shadow diagrams** *(for new building and first floor additions)* (5 copies)

Information must include:

- Location of proposed development.
- Position and relationship to adjoining buildings and land (showing street address).
- Shadows cast by the new development at winter solstice on 9.00 am, 12.00 pm and 3.00 pm and elevations of adjoining buildings and open areas, as compared to the shadows cast by the existing buildings on and adjoining the site.
- Shadow diagrams to be certified by either surveyor, architect, planner or computer modeller.
- Drawn to true north and based on a site survey of levels.




## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST Continued....

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

**Subdivision plan** **(5 copies)**

If you are planning to subdivide either residential or commercial land you will need to supply all information required under Part 3 Chapter 3.8 Subdivision of Hunters Hill Consolidated Development Control Plan 2013.

**Landscape Plan** *(for all proposed works)* **(5 Copies)**

Information must include:

- Description of existing ground levels and tree preparation, arrangements and nomination of plantings, procedures and ongoing maintenance.
- Location and type of any prescribed vegetation to be removed. (*'Prescribed' vegetation is specified under Chapter 2.3 clause 2.3.3 Hunters Hill Consolidated Development Control Plan 2013*).
- The surface finishes of all paving materials.
- Schedule of plantings cross-referenced to site plan indicating species, massing and mature height.
- Details of restoration and treatment of earth cuts, fills, mounds, retaining walls, fencing and screen walls.
- Erosion and sedimentation control measures to be undertaken during and after construction.
- Relative levels for both the subject land and adjacent streets/ footpaths.
- Name of Landscape Architect or Consultant.


**Arborist Report** **(2 Copies)**

An Arborist Report (AQF Level 5) is required for applications that have the potential to have an impact on "prescribed" vegetation. This includes works occurring within the Tree Protection Zone or Critical Root Zone (refer AS4970-2009 Protection of Trees on Development Sites).

Prescribed vegetation is defined in Chapter 2.3 of Council's Consolidated DCP 2013.

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**Model**

A model is required for any development or multi-unit housing (3 or more dwellings) or a major commercial proposal exceeding 500m2 in floor area. The model is to be to scale, preferably 1:100 or 1:200 and to indicate the relationship of the proposal to adjoining development and topographical features.

A model may be submitted for other development types if desired and is of assistance to Council. The model may also be in 3D electronic form.

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**Digital photomontage**

Is required for all waterfront development taken from the river.

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## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST Continued....

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

#### Waste Removal

A waste management plan is required for all development applications that involve demolition and/or construction works over \$50,000.00. The required content of the Waste Management Plan is addressed in Chapter 5.7 of Council's Consolidated DCP 2013.

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#### Advertising Structures/sign (advertising applications only)

If you are planning on erecting an advertising structure or sign you will need to supply the following:

- Details the structures, materials to be used and how it will be fixed to the building.
- The size, colour, lettering and overall design of the sign.
- The proposed location shown on a scale plan and building elevation.
- The amount and extent of light spill.


#### Dilapidation Report

Council requires a deposit as a security against potential damage to its property during construction. To facilitate the return of the deposit, colour photographs with a time and date stamp are required of the existing condition of the following:

- Kerb & gutter/layback and driveway
- Nature Strip/Council Trees/Traffic Signage
- Stormwater Drainage (traps, pipe outlets, gullies)
- Road surface adjacent to subject property (including any small access roads)


Comments

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#### BASIX Certificate

Is the proposal for a single dwelling house or dwelling alteration and additions on a single allotment of land, a dual occupancy or short-term accommodation building under 300m<sup>2</sup> in area.

Has a BASIX certificate been prepared for this application?


Have the BASIX commitments been shown on drawings?





## DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

### DEVELOPMENT APPLICATION CHECKLIST Continued....

The checklist is to be completed by the applicant and customer service.

TO BE COMPLETED BY APPLICANT			Office Use Only		
Yes	No	N/A	Yes	No	N/A

#### Heritage Management Documents

**3 copies**

For all applications involving heritage or adjoining items, or works to buildings in a conservation area.

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The Heritage Management Documents must be prepared by a qualified person i.e. heritage architect/planner and assess the impact of the proposed works on the heritage significance of the building and /or the impact on the Conservation Area. Refer to Council's Guidelines for Heritage Management Documents.

#### Section 7.12 Developer Contribution

Section 7.12 is part of the *Environmental Planning and Assessment Act (Act)* and is the principal legislation which enables Councils to require contributions from developers for community infrastructure. Any development with a cost over \$100,000 is subject to S94A Levy. Development cost reports must accompany applications over \$100,000.

- A cost summary report including quote from a licensed builder must be submitted where the work is \$100,001 to \$1,200,000.
- A detail cost report including quote from a Quantity Surveyor is required for works where the cost is \$1,200,001 or more.


Refer to Hunters Hill Section 7.12 Developer Contributions Plans to calculate the applicable levy.

#### **Confirmation that all of the required documentation has been received.**

The applicant, owner, architect or designer should sign this section to show that all documentation has been received to accept the application.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

#### **OFFICE USE ONLY: (To be completed by Customer Service Officer)**

- |  |     |                          |    |                          |
|--|-----|--------------------------|----|--------------------------|
| Is the owner's consent correct, does it require the company seal?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the application, integrated development? (e.g. Heritage Council, Roads and Maritime Services and NSW Rural Fire Services) | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the DA checklist completed?   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the application on the computer?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the ownership printout attached to the file?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the latitude map attached to the file?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Are all the drawings stamped?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the advertising file complete?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Is the Plan first form complete?   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Are all the fees calculated in the back of the DA file?  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |



# DEVELOPMENT APPLICATION - Part 3 Checklist and Declaration

**OFFICE USE ONLY:** (To be completed by Customer Service Officer)

- Is the Long Service Leave form completed? Yes  No
- Is the neighbour notification required? Yes  No
- Is advertising required? Yes  No
- Is consent for adjoining property owner/s included? Yes  No
- Are structural engineering details included? Yes  No

**General comment for non acceptance of the development application, to be completed by Customer Service.**

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**Verification of outstanding items if the application did not meet the minimum lodging requirements.**

**OFFICE USE:** (To be completed by Customer Service Officer)

\*GST is included in the fee

Please retain your receipt as proof of lodgement of the application

Fee Type	Fee (\$)	Receipt
Development Application Fee		
Notification Fee (inc GST)		
Advertising Fee		
Implement Plan First		
Integrated Administration Fee		
Integrated Referral Fee		
<b>Total</b>		

Customer Service Officer \_\_\_\_\_

Date \_\_\_\_\_