



# Leeton Shire Council Development, Building & Subdivision Application Form

**Postal Address:**  
Leeton Shire Council  
23-25 Chelmsford Place  
Leeton NSW 2705  
**Phone:**  
(02) 6953 0911 **email:**  
council@leeton.nsw.gov.au

(Please tick appropriate box/s)

- |   |   |
|---|---|
| <input type="checkbox"/> Development Consent<br>(Sections A, B, C, D, F, H)                             | <input type="checkbox"/> Appoint a Principal Certifying Authority<br>(Sections A, B, C, E, F, G)                  |
| <input type="checkbox"/> Construction Certificate (Building Works)<br>(Sections A, B, C, D, E, F, G)    | <input type="checkbox"/> Approval under Sec. 68. of <i>Local Government Act 1993</i><br>(Sections A, B, C, F, I)  |
| <input type="checkbox"/> Construction Certificate (Subdivision Works)<br>(Sections A, B, C, D, E, F, G) | <input type="checkbox"/> Bush Fire Attack Level (BAL) Certificate<br>(Sections A, B, C, F)                        |
| <input type="checkbox"/> Complying Development Certificate<br>(Sections A, B, C, D, E, F, G, H)         | <input type="checkbox"/> Modification to DA, CC, CDC<br>Original App. No. _____<br>(Sections A, B, C, D, F, G, H) |
|   | <input type="checkbox"/> Review of DA Section 8.2<br>(Sections A,B,C,D,F,H)                                       |

### Office Use Only

Date Received: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Fees: \_\_\_\_\_ Receipt No: \_\_\_\_\_

DA No.: \_\_\_\_\_ CC No.: \_\_\_\_\_ CDC No.: \_\_\_\_\_ S. 68 No.: \_\_\_\_\_

**Please Note: - applicants are advised to discuss their development proposal with Council prior to lodgement of Application to facilitate efficient processing.**

### Attachments to be Lodged With Application: (contact Council for required documents prior to lodgement)

- |   |   |
|---|---|
| <input type="checkbox"/> Digital copy of documents and plans (PDF)  | <input type="checkbox"/> Statement of Environmental Effects<br>(Compulsory for all DAs, Templates available from Council) |
| <input type="checkbox"/> Plans drawn to an appropriate scale, as a minimum:<br>- site plan<br>- floor plan<br>- elevations<br>- building section<br>(2 Copies Required) | <input type="checkbox"/> Building Specifications<br>(2 Copies Required)   |
| <input type="checkbox"/> BASIX Certificate<br>(2 Copies Required)   | <input type="checkbox"/> Schedule of Finishes   |
| <input type="checkbox"/> Sediment & Erosion Control Plan  | <input type="checkbox"/> Geotechnical Report  |
| <input type="checkbox"/> Landscaping Plan   | <input type="checkbox"/> Shadow Diagrams  |
| <input type="checkbox"/> Cost Summary Report*<br>(for development costs under \$1mil)   | <input type="checkbox"/> Bush Fire Assessment   |
| <input type="checkbox"/> Quantity Surveyor's Report*<br>(for development costs over \$1mil)   | <input type="checkbox"/> Heritage Impact Statement  |
| <input type="checkbox"/> Engineers Plans and Specifications   | <input type="checkbox"/> Environmental Impact Statement   |
| <input type="checkbox"/> Insurance under the Home Building Compensation Fund  | <input type="checkbox"/> Referral fees for Integrated Development   |
|   | <input type="checkbox"/> Details pertaining to Review of Development Application  |

\*See Planning Circular PS 13-002 and Council's Section 94A Fixed Levy Plan

## A. Details of the Applicant

Surname / Company Name (Full Name Required)

First Name(s)

Street No.

Street Name

Suburb or Town

State

Post Code

Daytime telephone

Fax

Mobile

Email

**The applicant, or the applicant's agent, must sign the application. In providing your personal information to Council, you acknowledge that Council may be required to disclose some or all of your information to third parties under the Government Information (Public Access) Act 2009 (GIPA).**

Signature

Date

## B. Details of the Owner

Surname / Company Name (Full Name Required)

First Name(s)

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime telephone

Fax

Mobile

Email

**Please note: where more than one name is on the title, all owners must sign the application. If signed on behalf of a Body Corporate, the Common Seal must be stamped on this section.**

**In providing your personal information to Council, you acknowledge that Council may be required to disclose some or all of your information to third parties under the Government Information (Public Access) Act 2009 (GIPA).**

**As the owner(s) of the above property, I/we consent to this application:**

Signature

Name

Date

Signature

Name

Date

### C. Identify the land you propose to develop

Flat/street no.

Street name

Suburb or town

Lot No.

Sec. No (if applicable)

Deposited / Strata Plan No.

Site Area

### D. Description of Development

#### Description

*(It is important that an accurate description of your development is provided. Please liaise with Council staff if you are in any way unclear.)*

More details of the development proposal can be provided within the Statement of Environmental Effects.

#### Estimated Cost of Development

Including GST

Prices are to be reflective of current markets costs for both materials and labour.

#### Review of Consent

### E. Appointment of a Principal Certifying Authority

In accordance with Section 109E of the Act the person having the benefit of development consent for building or subdivision work is to appoint a Principal Certifying Authority (PCA) to carry out inspections and issue compliance and occupation certificates under Section 109C of the Act.

Do you wish to appoint Leeton Shire Council as the Principal Certifying Authority

**Yes**

**No**

(If „Yes“ owner to sign the application)

#### **All owner/s must sign the application.**

Signature

Signature

Name

Name

Date

Date

## F. Public Information and Copyright

### Government Information (Public Access) Act 2009 and Government Information (Public Access) Regulation 2010

In accordance with the above Act and Regulation, development applications and associated documents are prescribed as 'open access' information with the exception of:

- a) the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or
- b) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.

#### Copyright Notice:

The Applicant is advised that Council may make copies (including electronic copies) of the development application and accompanying documents for the purpose of complying with its obligations under the Environmental Planning and Assessment Act 1979, the Local Government Act 1993 and Council's Notification Policy/Development Control Plan.

In addition, the Council may make such further copies as, in its opinion, are necessary to facilitate a thorough consideration of the development application by Council and public participation in the development assessment process. This will include making copies of the advertised plans, supporting documentation and the determination available on Council's website to be viewed or printed by members of the public.

*By selecting this box you agree Council may furnish documents submitted with this application to other parties in the future who have an interest in the land.*

**The Applicant is responsible for obtaining all copyright licenses necessary from the copyright owners for this purpose.**

#### Privacy Statement:

Personal details requested on this form will be used to process your application. Information provided by you may be accessed by members of the public. Council is to be regarded as the agency that holds the information. Person identified on this form may at any time, apply to Council for access or amendment of the information.

## G. Details of the Builder

Is the work going to be completed by an owner/builder      **Yes**      **No**      **N/A**

Is the work going to be completed by a licensed builder      **Yes**      **No**      **N/A** (If „Yes“ builder details to be provided below)

Surname / Company Name (Full Name Required)

First Name(s)

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime telephone

Fax

Mobile

Email

Licence no.

## H. Development Data

Please complete the sections below, relevant to your particular development:

### All Development Applications

Is a license/permit required under a different Act?  Yes  No

If "Yes", please specify the relevant Act and clause:

*Fisheries Management Act 1994*  s. 144  s. 201

s. 205  s.219

*Heritage Act 1977*  s. 58

*Mining Act 1961*  s.63 & s. 64

*National Parks and Wildlife Act 1974*  s. 90

*Protection of the Environment Operations Act 1997*  ss. 43 (a), 47 & 55

ss. 43 (b), 48 & 55

ss. 43 (d), 55 & 122

*Rural Fires Act 1997*  s. 100B

*Roads Act 1993*  s.138

*Mine Subsidence Compensation Act 1961*  s. 15

*Water Management Act 2000*  ss. 89, 90, 91

### All Development Applications

Is natural vegetation, (trees, shrubs or grass) on the subject land or located nearby?

Yes  No

If yes, is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats? To determine this a threatened species assessment must be conducted in accordance with the Guidelines (S5A(1)(b) of EP&A Act 1979)

Yes  No

Has a 7-Part Test under *Section 5A of the Environmental Planning and Assessment Act 1979* been completed?

Yes  No

Is the land, or part of the land you propose to develop identified as critical habitat under the *Threatened Species Conservation Act 1995*?

Yes  No

### All Development Applications

Does this application require Concurrence from another authority?

Yes  No

If yes, please provide details:

**All Building Works**

Area of Land

Existing Floor Area (m<sup>2</sup>)

Floor Area of New Work (m<sup>2</sup>)

Current Use of Land/Buildings

No. of Storeys

**Materials**

Walls		Roof		Floor		Frame	
Brick (double)	<input type="checkbox"/> 11	Tiles	<input type="checkbox"/> 10	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40
Brick (veneer)	<input type="checkbox"/> 12	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40	Steel	<input type="checkbox"/> 60
Concrete or stone	<input type="checkbox"/> 20	Fibre cement	<input type="checkbox"/> 30	Other	<input type="checkbox"/> 80	Aluminium	<input type="checkbox"/> 70
Fibre cement	<input type="checkbox"/> 30	Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90	Other	<input type="checkbox"/> 80
Timber	<input type="checkbox"/> 40	Aluminium	<input type="checkbox"/> 70			Not specified	<input type="checkbox"/> 90
Curtain glass	<input type="checkbox"/> 50	Other	<input type="checkbox"/> 80				
Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90				
Aluminium	<input type="checkbox"/> 70						
Other	<input type="checkbox"/> 80						
Not specified	<input type="checkbox"/> 90						

**Residential Buildings Only**

No. of Dwellings to be Constructed	<input type="text"/>	Will the New Building(s) be attached to other New Buildings	<input type="checkbox"/>	<input type="checkbox"/>
No. of Existing Dwellings	<input type="text"/>	Will the New Buildings be attached to existing buildings	<input type="checkbox"/>	<input type="checkbox"/>
No. of Dwellings to be Demolished	<input type="text"/>	Will the site contain a Dual Occupancy	<input type="checkbox"/>	<input type="checkbox"/>

**Subdivision Only**

No. of Existing Allotments

No. of Proposed Allotments

No. of New Roads Proposed

## I. Sec. 68 Approval under the Local Government Act 1993

### Part A – Structures or Places of Public Entertainment

Install manufactured home, moveable dwelling or associated structure on land.

### Part B – Water Supply, Sewerage and Stormwater Drainage Work

Carry out water supply work.  
(Complete section "G1'below).

Carry out sewerage work.  
(Complete section "G1'below).

Draw water from a Council water supply or a standpipe or sell water so drawn.  
(Complete section "G4'below).

Carry out stormwater drainage work.  
(Complete section "G1'below).

Connect a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer.

Install, alter, disconnect or remove a meter connected to a service pipe.

### Part C – Management of Waste

For fee or reward, transport waste over or under a public place.

Place waste in a public place

Place a waste storage container in a public place.

Dispose of waste into a sewer of the Council.

Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility.  
(Complete section "G2'below).

Operate a system of sewage management.  
(Complete section "G3'below).

### Part D – Community Land

Direct or procure a theatrical, musical or other entertainment for the public.

Engage in a trade or business.

Construct a temporary enclosure for the purpose of entertainment.

For fee or reward, play a musical instrument or sing.

Set up, operate or use a loudspeaker or sound amplifying device.

Deliver a public address or hold a religious service or public meeting.

### Part E – Public Roads

Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway.

Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road.

### Part F – Other Activities

Install a domestic oil or solid fuel heating appliance, other than a portable appliance.

Operate a public car park.

Operate a caravan park or camping ground.

Operate a manufactured home estate.

Use a standing vehicle or any article for the purpose of selling any article in a public place.  
(Complete section "G4'below).

Install or operate amusement devices.

Carry out an activity prescribed by the regulations or an activity of a Class or description prescribed by the regulations.

Specify: \_\_\_\_\_

**G1 - Water / Sewerage / Storm Water Work Details**

New Work

Alteration to Existing Work

Plumber

License No.

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime telephone

Fax

Mobile

No. of New Water Closets

**G2 – Onsite Sewage Management System Installation / Alteration Details**

Install New Onsite Sewage Management System

Alter Existing Onsite Sewage Management System

Septic Tank Manufacturer

No. of Persons Resident

Source of Water Supply

Aerated Septic Tank Brand (if applicable)

Installation Firm

Street No.

Street Name

Suburb or Town

State

Postcode

**NOTE:** A detailed plan is to be submitted with either of the above showing proposed drainage layout and the location of effluent disposal areas and the distances to the following:  
Existing/proposed buildings  
Property boundaries and contours  
Distances to any water bodies, rivers and creeks



**G3 – Onsite Sewage Management System Operation Details**

Type of System:     Absorption Trench     Aerated Waste Water Treatment System  
                           Transpiration Area     Composting Unit

Age of System:     0-5 Years     5-15 Years     15 Years +

Capacity of system:

No. of persons residing at this address:

Source of Water:     Tank     Bore     River  
                           Dam     Reticulated Supply

Connections:     Bath     Laundry Tub     Basin  
                           Shower     Kitchen     Dishwasher

Soil Type:     Basalt     Granite    AND  
                   Red     Black     Brown  
                   Clay     Loam     Sandy

Approx. distance to nearest house(s): \_\_\_\_\_

Approx: distance to nearest watercourse: \_\_\_\_\_

Approx. depth of bore (if applicable): \_\_\_\_\_

No. of houses on property: \_\_\_\_\_

No. of onsite sewage management systems: \_\_\_\_\_

Is the system working well:     Yes     No

If "No", what is the problem: \_\_\_\_\_

Is there any discharge onto ground surface:     Yes     No

**G4 – Vehicle Details**

Registration No:

Registration Expiry Date:

Make of Vehicle

## Disclosure of Political Donations and Gifts

A disclosure statement of a reportable political donation or gift must accompany an application or submission if the reportable donation or gift is made within 2 years before the application or submission is made.

If the donation or gift is made after the lodgement of the application, a disclosure statement must be sent to the relevant consent or approval authority within 7 days after the donation or gift is made.

The affected applications include any application for a major project or infrastructure made under Part 3A of the *Environmental Planning and Assessment Act 1979*, an application for Development Consent or modification of consent under Part 4 of the Act. It also includes a request for the making of environmental planning instrument or development control plan in relation to a subject site or a request for a site to be declared a state significant development.

This does not apply to an application for (or for the modification of) a complying development certificate.

### Disclosure Statement of Political Donations and Gifts Where Council is Approval Authority

<b>Name of person making donation or gift</b>		
Residential address or Registered/official office		
ABN if not an individual		
<b>Name/address of development application or planning matter</b>		
Date application lodged		
Consent or approval authority		
<b>Person's interest in application</b>		
Applicant		
Person with a <i>financial interest (explain)</i>		
Person making submission in opposition		
Person making submission in support		
<b>Name of the person to benefit from the donation</b>	<b>Date donation made</b>	<b>Amount of the donation*</b>
<b>Name of the person to whom gift is made</b>	<b>Date gift made</b>	<b>Amount or value of the gift*</b>

Note \*: A *reportable political donation* is a donation of:

\$1,000 or more made to or for the benefit of the party, elected member, group or candidate; or

\$1,000 or more made by a major political donor to or for the benefit of a party, elected member, group or candidate, or made to the major political donor; or

less than \$1,000 if the aggregated total of the donations made by the entity or person to the same party, elected member, group, candidate or person within the same financial year (ending 30 June) is \$1,000 or more.