



# Development Application

Under the Environmental Planning and Assessment Act 1979 Section 78A

## Office Use Only

Application Number

Total Fees Paid

Receipt Number

Date

Parcel Number

## About this form

You must use this form to request approval to undertake development in the Kyogle local government area where Council is the consent authority. This form is a public record and may be made available on Council's website.

## How to complete this form

- 1 Ensure that all fields have been filled out correctly.
- 2 Please note that fields on this form marked with an \* are mandatory and must be completed before submitting the application.
- 3 Complete and attach the Development Application Lodgement Checklist
- 4 Once completed you can submit this form by mail or in person

## 1. Property Details

Lot Number\*

Deposited/Strata Plan Number\*

Section Number\*

Address\*

Suburb/Town\*

Postcode\*

## 2. Applicant Details

Applicant(s) Surname/Company\*

Given Names\*

Postal Address\*

Suburb/Town\*

State\*

Postcode\*

Telephone Number\*

Mobile Number

Email Address

Note: It is important that we are able to contact you if we need more information. Please give us as much detail as possible. Council will deal only with the **nominated applicant** in the event of any query or communication regarding this application.

## 3. Registered Owner(s) Details

Title

Given Name/s\*

Family Name\*

Organisation/Company Name\* (if applicable)

ABN/ACN\* (if applicable)

Address\*

Telephone Number\*

Mobile Number

Email Address

#### 4. Builder's Details

Name

Address

Telephone - Business

Mobile Number

Builders Licence Number

#### 5. Proposed Development Description

**Type of development:** (Please tick appropriate box/es below)

Dwelling

Residential or Rural  
Alteration/Additions/Outbuildings

Multi Unit Residential

Commercial

Commercial  
Alterations/Additions/Outbuildings

Industrial

Subdivision – New Roads

Subdivision – No New Road

Subdivision – Strata

Private Facilities on  
Footways

Advertising Signs

Demolition

Change of Use

Other

#### Detailed Description of Proposed Development

Is this application for a staged development?

Yes

No

If yes, please provide details

#### Estimated Cost of Development

##### Floor Area

Main floor area (including verandahs & garages)	m <sup>2</sup>
Additional components (pool machinery sheds etc)	m <sup>2</sup>
Total Area	m <sup>2</sup>

**Existing Use of Site** (please provide details in box below)

## 6. Pre-application advice

Have you been given any pre-application advice on this application?      Yes                      No

If yes, please give the name of the Council officer who gave the advice.

## 7. Other Approvals

**Integrated Development** (Please tick appropriate box/es below)

Is this application for Integrated Development?      Yes      No

**If yes, under which Act do you require approval?**

Fisheries Management Act 1994	S144	S201	S205	S219
Water Management Act 2000	S89	S90	S91	
POEO Act 1997	S43(a)	S47	S55	
Mining Act 1992	S63	S64		
Mine Subsidence Compensation Act 1961	S15			
Rural Fires Act 1997	S100b			
Heritage Act 1997	S58			
Pollution Control Act 1991	S9			
National Parks and Wildlife Act 1974	S90			

**Approval under other Acts**

Roads Act	S138
LGA	S68

## 8. Applicant Declaration

### Disclosure of Political Donations and Gifts

Under Section 147 of the Environmental Planning and Assessment Act 1979, any reportable political donation to a Councillor and / or any gift to a Councillor or Council employee within a two (2) year period before the date of this application must be publicly disclosed.

Are you aware of any person with a financial interest in this application who made a reportable donation or gift in the last two (2) years?

Yes

No

If yes, complete the Disclosure of Political Donations and Gifts Form and lodge it with this application.

If no, in signing this application I undertake to advise the Council in writing if I become aware of any person with a financial interest in this application who has made a political donation or has given a gift in the period from the date of lodgement of this application and the date of determination. **Note:** Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement

## 9. Owner(s) Consent

Registered Owner's Name\*

Position\*

Signature\*

Date\*

Registered Owners Name\*

Position\*

Signature\*

Date\*

### Applications cannot be accepted without the full consent of ALL Landowners

- If there is more than one landowner, every owner must sign
- If the owner is a company or owner's association, the application must be signed by an authorised person.
- If you are signing on the owner's behalf as their legal representative, you will need to state your legal authority (eg Power of Attorney, Executor, Trustee) and attach evidence of this authority.
- Applicants in caravan parks require the signature of the park owner.

## 10. Applicant's Consent

Council will not process an application that is incomplete or does not comply with lodgement requirements.

- I apply for approval to carry out work described in this application. I declare that all information in the application is to the best of my knowledge, true and correct.
- I understand 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.
- I accept delays in processing may arise out of any inadequacies in the material submitted in support of the application.
- I understand that Kyogle Council may use the information and materials provided for notification and advertising purposes.
- I understand that the information and materials provided may be made available to the public for inspection and copying at Council's Customer Service Centre and Council's website. \*\*\*

Applicant's Name\*

Applicant's Signature\*

Date\*

### \*\*\* Development Application and documents may be made publicly available

This development application form (including any personal information and other information supplied on the form) and any document submitted with the development application may be made publicly available free of charge on the website maintained by the Council and in other ways that the Council considers appropriate in accordance with sections 6 and 18 of the Government Information (Public Access) Act 2009 ("GIPA Act") and Schedule 1 of the Government Information (Public Access) Regulation 2009 ("GIPA Regulation"). In that regard it should be noted that nothing in the Privacy and Personal Information Protection Act 1998 affects the operation of the GIPA Act or operates to lessen any obligations of the Council under the GIPA Act.



# Planning and Environment Department

## Principal Certifying Authority and Service Agreement

The Service Agreement must be completed to appoint Kyogle Council as Principal Certifying Authority (PCA). This is in accordance with Section 81A of the Environmental Planning and Assessment Act, 1979, to carry out Construction Inspections of the Building Works and to issue the required Occupation Certificate.

This form is to be completed to satisfy the requirements of the Environmental Planning and Assessment Act, 1979 and the Environmental Planning and Assessment Regulations 2000.

The Owner, not the builder, must complete the form.

When applying for a Final Inspection, an application for an Occupation Certificate shall be submitted to Council.

Kyogle Council aims to provide efficient, quality and cost effective Building Inspections and Approval Services.

Kyogle Council has a team of professional and experienced Environmental Building Surveyors who will ensure that relevant Building Regulations, Australian Standards and Development Consent requirements are satisfied, as applicable to a Principal Certifying Authority (PCA).

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Please complete the form below in black pen and provide to Kyogle Council for their records.

I hereby appoint Kyogle Council as Principal Certifying Authority for my development application.

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**Name/s**

**Address**

**Phone Numbers**

**Signature/s**

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**Property Details**

**Property description**

**Address**

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