

# Development Application



Date received: \_\_\_\_/\_\_\_\_/\_\_\_\_ DA no: \_\_\_\_\_

**If you are proposing a development, please contact us to arrange a pre-lodgement meeting before completing this form.** Phone our Planning Team on 02 9202 9128 to arrange this meeting.

The **DA Supplementary Guide** that accompanies this form will help you complete the application. To complete this form, please place a cross in the boxes  and fill out the white sections.

## Political Donations Disclosure

§ The Redfern-Waterloo Authority has prepared a **Political Donations Disclosure Statement** that should be read in conjunction with this form.

§ If you are required under section 147(3) of the *Environmental Planning and Assessment Act 1979* to disclose any reportable political donations and gifts (see pages 1 and 2 of Disclosure Statement), please complete the Disclosure Statement. The Statement **must** accompany your application.

**To minimise delay in receiving a decision about your application, please ensure you submit all relevant information.**

You must lodge your application at the Redfern-Waterloo Authority office. Contact details are at the end of this form.

When your application has been assessed, you will receive a Notice of Determination from the RWA.

## 1. Details of the applicant

### Name

Mr  Ms  Mrs  Miss  Other

First name

Family name

Company/organisation

ABN

### Street address

Unit/street no.

Street name

Suburb or town

State

Postcode

**Postal address** (or mark 'as above')

Suburb or town

State

Postcode

### Contact details

Daytime telephone

Fax

Mobile

Email

How would you prefer to be contacted?

## 2. Identify the land you propose to develop

Unit/street no.

Street or property name

Suburb, town or locality

Postcode

Lot/DP or Lot/Section/DP or Lot/Strata no.

Please ensure that you put a slash ( / ) between lot, section, DP and strata numbers. If you have more than one piece of land, you will need to separate them with a comma eg 123/579, 162/2.

Note: You can find the lot, section, DP or strata number on a map of the land or on the title documents for the land, if title was provided after 30 October 1983. If you have documents older than this, you will need to contact Department of Lands for updated details.

What is the site currently used for?

Is the site a heritage listed item? Yes  No

Is the site located within a Conservation Area? Yes  No

## 3. Describe what you propose to do

Briefly describe your proposal, including all major components. See **Section 2** of the **DA Supplementary Guide**.

Type of Development:

- |   |                          |                                    |                          |
|---|--------------------------|------------------------------------|--------------------------|
| Erecting a new building   | <input type="checkbox"/> | Change of use                      | <input type="checkbox"/> |
| Altering or additions to a building or structure                          | <input type="checkbox"/> | Office fit out                     | <input type="checkbox"/> |
| Subdividing land<br>Please specify the no. of lots                        | <input type="checkbox"/> | Shop fit out                       | <input type="checkbox"/> |
| Subdividing a building into strata lots<br>Please specify the no. of lots | <input type="checkbox"/> | Café, restaurant / outdoor seating | <input type="checkbox"/> |
| Demolish building/site work   | <input type="checkbox"/> | Licensed premises                  | <input type="checkbox"/> |
| Temporary building or structure   | <input type="checkbox"/> | Place of public entertainment      | <input type="checkbox"/> |

Other work

Please indicate the number of jobs this will create. This should be expressed as a proportion of full time jobs over a full year. See **Section 2** of the **DA Supplementary Guide**.

Construction jobs (full-time equivalent)

Operational jobs (full-time equivalent)

#### 4. Details of development

	Existing	Proposed
<b>Site area</b>	<input type="text"/> m <sup>2</sup>	<input type="text"/> m <sup>2</sup>
Residential floor space	<input type="text"/> m <sup>2</sup>	<input type="text"/> m <sup>2</sup>
Commercial floor space	<input type="text"/> m <sup>2</sup>	<input type="text"/> m <sup>2</sup>
<b>Floor Space Ratio</b> (total floor space divided by site area)	<input type="text"/> ... : 1 FSR	<input type="text"/> ... : 1 FSR
<b>Hours of operation</b>		
Monday – Friday	<input type="text"/>	<input type="text"/>
Saturday	<input type="text"/>	<input type="text"/>
<b>Parking and Loading</b>		
Number off – street parking spaces	<input type="text"/>	<input type="text"/>
Number off – street loading spaces	<input type="text"/>	<input type="text"/>

#### 5. Contamination and remediation

	DA property	Adjoining Property
Previous Use	<input type="text"/>	<input type="text"/>
Current Use	<input type="text"/>	<input type="text"/>
Are you aware of any contamination?		Yes <input type="checkbox"/> No <input type="checkbox"/>
If “Yes”, has testing or assessment of the site occurred?		Yes <input type="checkbox"/> No <input type="checkbox"/>
If “Yes”, what were the results?	<input type="text"/>	

#### 6. Crown development

Specific provisions apply to development by the Crown under Part 5A of the *Environmental Planning and Assessment Act 1979*.

Is this proposal Crown development in accordance with the provisions of the *Environmental Planning and Assessment Act 1979*?

Yes    Identify Crown agency  
No

#### 7. 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?

No   
Yes   Please attach:

- information which describes the stages of your development
- a copy of any consents you already have for part of your development.

## 8. Plans of the land and development

You need to provide a number of different plans that show what you intend to do. **Section 3** of the **DA Supplementary Guide** sets out which plans to provide and the details to include. Applicants should provide **six (6) copies** of the plans and the Statement of Environmental Effects. An electronic copy should also be provided. For Integrated Development, an additional copy of the development application shall be provided for each Agency.

Please attach:

- a site plan of the land, drawn to scale
- plans or drawings of the proposal, drawn to scale

and, where relevant:

- an A4 size plan of the proposed building and other structures on the site
- a plan of the existing building, drawn to scale.

## 9. Environmental effects of your development

To assess your proposal, we need to understand the impacts it will have. You will need to attach a Statement of Environmental Effects. See **Section 4** of the **DA Supplementary Guide** for assistance.

Is your proposal likely to have a significant effect on threatened species, populations, ecological communities or their habitats?

Yes   Please attach a species impact statement.

No

## 10. Concurrences from state government agencies

Do you need the concurrence of a state government agency to carry out the development? See **Section 5** of the **DA Supplementary Guide**.

No

Yes   Please list any agencies whose concurrence you need.

Please attach sufficient information for the agency(ies) to assess your application.

## 11. Approvals from state government agencies

If you need a development consent and one or more of the approvals listed in **Attachment A** of the **DA Supplementary Guide**, your development is known as integrated development. The relevant state government agency will be involved in the assessment of your proposal. See **Section 6** of the **DA Supplementary Guide**.

Is your application for integrated development?

No

Yes   Please complete **Attachment A** of the **DA Supplementary Guide** and submit with your application. Please attach:

- sufficient information for the approval body(ies) to assess your application
- additional copies of your application for each agency. Contact us to find out the number of copies required.

## 12. Supporting information

You can support your application with additional material, such as photographs, including aerial photographs, slides and models to illustrate your proposal. Please list what you have attached.

### 13. Application fee

For development that involves a building or other work, the fee for your application is based on the estimated cost of the development.

If your application is for integrated development or requires concurrence from another state government agency, you need to include an additional processing fee payable to the Redfern-Waterloo Authority of \$110. You may also need to include up to \$250 for each agency that will need to look at your proposal. Cheques should be made out separately to each relevant agency, and lodged with your application. We will forward them on. An agency may require less than \$250 to consider your application or may waive their fee entirely.

If your development needs to be advertised to the public you will need to pay an advertising fee. Clauses 246 to 263 of the *Environmental Planning and Assessment Regulation 2000* provide a schedule of fees.

Advertising fees attract GST, all other fees do not.

Please contact an officer from Redfern-Waterloo Authority's Planning Team for calculation of DA fees on telephone number 9202 9128.

Estimated cost of the development

Total fees lodged

### 14. Signatures (including land owners consent)

**The owner(s) 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 must sign the application.

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

Signature

Name

Date

Signature

Name

Date

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

Signature

Date

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

Date

### 15. Privacy policy

The information you provide in this application will enable us, and any relevant state government agency, to assess your application under the *Environmental Planning and Assessment Act 1979* and other applicable state legislation. If the information is not provided, your application may not be accepted.

If your application is for advertised development, it will be available for public inspection and copying during a submission period. Written notification of the application will also be provided to the neighbourhood. You have the right to access and have corrected information provided in your application. Please ensure that the information is accurate and advise us of any changes.

## 16. Development Application (DA) Checklist

Before submitting your application, please ensure you have attached all the information the consent authority needs to assess your proposal. You can use the following checklist. Please place a cross in the box  next to any items you have attached.

**The following information is required for all development application:**

- Completed Development Application Form**
- Land Owners Consent**
- Application Fee**
- Statement of Environmental Effects (6 COPIES)**

**Political Donations Disclosure Statement (1 COPY) - You must tick yes or no**

- Yes** I have made reportable political donations or gifts (you must read the Disclosure Statement). **This Disclosure Statement must be completed and accompany your application.**
- No** I have not made any reportable political donations or gifts (you must read the Disclosure Statement).

**Plans and Drawings of the Proposal (6 COPIES)**

- A site plan of the land (including the location, boundary dimensions, site area, north point, existing buildings and uses, existing trees and vegetation and the location of building and uses on adjoining land).
- Plans, floor plans, elevations and sections of the proposed development.
- An A4 size plan of the proposed building and other structures on the site.
- Site Analysis Plan (6 COPIES)**
- Quantity surveyors certificate of cost of development report**  
If development cost exceeds \$2 million.
- An electronic version of the DA submission on CD (All files are to be in PDF format)**

**The following information is required for new buildings, major alterations and additions and other development (6 copies):**

- Survey Plan**
- Detailed Cost Report**  
As required by the *RWA Contributions Plan 2006*.
- State Environmental Planning Policy No.1 Objection (SEPP1)**  
Required for a proposal that does not comply with a development standard.
- State Environmental Planning Policy No 65 (SEPP 65) - Design Verification Statement**  
Required for new residential flat buildings, conversion of existing buildings to residential flat buildings and substantial redevelopment of existing residential flat buildings.
- Shadow Diagrams**  
Required for new buildings and alterations/additions.  
Drawings to show shadow impacts on the development site and adjoining properties at 9.00am, noon and 3.00pm at the winter solstice and equinox. Drawings must be in plan and elevation.
- Landscape Plan**  
Required for all new buildings or as requested.

- Heritage Impact Statement and/or Conservation Management Plan Assessment**  
Required for a buildings or works, which is, or adjoins, a heritage item or is within a conservation area.
- Traffic and Parking Assessment**  
Required for major additions, new buildings or as requested.
- BCA Statement / Building Services Report**  
Required for major alterations/additions, new buildings or as requested.
- Acoustic Assessment**  
Required for new residential buildings and noise generating activities.
- Geotechnical Assessment**  
Required for major excavation or as requested.
- Stormwater Drainage Concept Plan**  
Required for new buildings, major alterations and additions or as requested.
- Contamination Assessment Report**  
Required for all new buildings or as requested.
- Wind Effects Report**  
Required for new buildings exceeding 45 metres height.
- Energy Conservation Report**  
Required for all new buildings/major alterations.
- BASIX Certificate**  
Required for new dwellings and residential flat buildings.  
Certificate obtained through BASIX website [www.basix.nsw.gov.au](http://www.basix.nsw.gov.au).
- Waste Management Report**  
Required for all new buildings, major additions and demolition.
- Arborist Report**  
Required for tree removal or development within close proximity to existing trees.
- Social Impact Assessment**  
Required for licensed premises, major developments or as requested.
- Models and/or photomontages**  
For new buildings as requested.

**The following information is required for developments involving food premises or registered premises (i.e hairdressers, beauty salons, tattooists and other skin penetration premises (6 copies):**

- Food and Registered Premises Fit Outs**  
(*food, hairdressers, beauty salons & skin penetration premises*)  
Plans should include:
  - § proposed floor layout and use of each room
  - § elevations of the walls and floor finish, showing the type and method of installation of covering to be used
  - § construction, finishes and materials of all floors, walls and ceilings
  - § proposed location and details of all fixtures, fittings and appliances (including the proposed method of installation)
  - § lighting and ventilation details including the location of any proposed hoods
  - § proposed location and details of all waste storage areas, including proposed floor wastes, and garbage rooms. Details of the container equipment proposed and access arrangements for servicing should also be provided
  - § location of any proposed grease trap, including details of any proposed grease trap room if located inside a building, and access arrangements for servicing

- § location and design details of proposed hand washing facilities
- § location and design details of proposed washing facilities
- § details showing location, capacity and clearance of hot water services
  
- § design and construction details of cool rooms and/or freezer rooms, including condensation collection and disposal
- § proposed location and details of storage facilities for cleaning equipment and staff personal belongings.

The details must comply with the following codes and legislation as applicable:

- § *National Code for the Construction and Fit out of Food Premises* published by the Institute of Environmental Health
- § *Food Safety Standard 3.2.3 (Food Premises and Equipment)*
- § *Local Government (Orders) Regulation 1999, Schedule 2 – Standards for Hairdressers Shops*
- § *Local Government (Orders) Regulation 1999, Schedule 3 – Standards for Beauty Salons*
- § *Public Health (Skin Penetration) Regulation 2000*
- § *Australian Standard AS4674-2004 Design, Construction & Fit out of Food Premises.*

#### **Staged Development**

- Information which describes the stages of the development.
- A copy of any consents already granted for part of the development.

#### **State Government Agency Concurrences and Approvals (Integrated Development)**

- Additional information required by the agencies from which you need concurrence.
- Attachment A of the DA Supplementary Guide.
- Additional information required by the agencies you have identified in Attachment A of the DA Supplementary Guide.
- Additional copies of your application for each of those agencies.

## **17. Where to lodge your application**

You can lodge your completed form, together with attachments and fees at the Redfern – Waterloo Authority office.

#### **Redfern–Waterloo Authority**

Level 11, Tower 2, 1 Lawson Square REDFERN 2016  
 PO Box 3332 REDFERN 2016  
 t: 02 9202 9128  
 f: 02 9202 9111

Lodgement hours: 9:30am – 4:30pm Monday to Friday  
 e: [redfernwaterloo@rwa.nsw.gov.au](mailto:redfernwaterloo@rwa.nsw.gov.au)  
 w: [www.redfernwaterloo.com.au](http://www.redfernwaterloo.com.au)