Development Application, Assessment & Determination Process

Development Applciation s78A EPA Act

Owner's Consent Cl.49 — No → Application Rejected Cl.51 EPA Reg
Yes ↓
Form complete Cl.50(1)(b) — No → Application Rejected Cl.51 EPA Reg
Yes ↓
SEE Cl.50(1)(a) — No → Application Rejected Cl.51 EPA Reg
Yes ↓
Plans Cl.50(1)(a) — No → Application Rejected Cl.51 EPA Reg
Yes ↓
Fees Cl.50(1)(c) — No → Application Rejected Cl.51 EPA Reg
Yes ↓
QS Report Required — Yes → QS Report Provided — No → Application Rejected Cl.51 EPA Reg; Yes → ↓
No ↓
RFB SEPP 65 — Yes → Design Verification SEPP 65 — No → Application Rejected Cl.51 EPA Reg; Yes → ↓
No ↓
Model Required — Yes → Model Provided — No → Application Rejected Cl.51 EPA Reg; Yes → ↓
No ↓
BASIX Certificate Required — Yes → BASIX Certificate Provided — No → Application Rejected Cl.51 EPA Reg; Yes → ↓
No ↓
Activity Approvals Sought Cl.54(4) — Yes → Information & Fees Provided — No → Application Rejected Cl.51 EPA Reg; Yes → ↓
No ↓
Checksheet 1 ← Duty Officer or Customer Service Officer - Signoff
↓
Lodgement Cl.50(3)(a) Numbered Cl.50(3)(b) → Stamp Form, Plans, SEE and Plans with receipt date and application Number Cl.50(3)(b)
↓
Lodgement Receipt Cl.50(3)(c) → Receipt provided to Applicant Cl.50(3)(c)
↓
Physical File Created ← Detailed Data Entry
Records System Dataentry - Barcode ← Customer Service lodgement completed; Records Department
↓
Application Assigned to Development Assessment Team Leader
↓
All concurrence & integrated identified Fees paid — No → Application Rejected Cl.51 EPA Reg; Yes → ↓
↓
Permissible Development — No → Refused S76(b); Yes → ↓
↓
Checksheet 1b

Development Application Review Committee

Designated s77A, Cl.50(6) — Yes → Forward to Director-General a copy of the Environmental Impact Statement & copy of the relevant application. → Director General requirements
No ↓
Integrated Development s79B, Cl.66 — Yes → Forward to Approval Bodies copy application & all accompanying documentation → General Terms of Approval
No ↓
SREP Sydney Harbour Schedule 1 — Yes → Scheduled activity refer to the Foreshores and Waterways Planning and Development Advisory Committee → General Terms of Approval
No ↓
SEPP 10 Concurrence S79B, Cl.59 — Yes → Retention Low Cost Housing, Refer to DoP → SEPP 10 Determination
No ↓
SEPP 11 Concurrence S79B, Cl.59 — Yes → Traffic Generating Development, Refer to SRDAC of the NSW RTA → SEPP 11 Determination
No ↓
SEPP 55 — Yes → Potentially Contaminated Refer to Council's Environmental Health Officer → SEPP 55 Assessment
No ↓
SEPP 65 or Urban Design Issues — Yes → Refer to Council's Urban Design Team Leader → SEPP 65 – Urban Design Assessment
No ↓
State Heritage Items — Yes → State Heritage Register Refer to Heritage NSW → Heritage NSW Assessment
No ↓
CPTED — Yes → Refer to NSW Police Service Community Safety Officer → CEPTED Assessment
No ↓
Licensed Premises or Registered Club — Yes → Refer to NSW Police Service Licensing Police → Licensing Police Assessment
No ↓
Engineering Traffic or Parking Impacts — Yes → Refer to Council's Engineer → Engineering Traffic and Parking Assessment
No ↓
Fire or Building Upgrade Cl.93 or Cl.94 — Yes → Refer to Council's Fire Safety Officer → Fire Safety and/or BCA Upgrade Assessment
No ↓
Food or other Registered Premises — Yes → Refer to Council's Environmental Health Officer → Food Premises Assessment
No ↓
Acoustic Assessment — Yes → Refer to Council's Environmental Health Officer → Acoustic Impact Assessment
No ↓
Heritage Item or Contributory Building — Yes → Refer to Council's Heritage Officer → Traffic and Parking Assessment
No ↓
Unauthorised Development — Yes → Refer to Council's Building Surveyor (Compliance) → Part 6 Assessment
No ↓
Potential Acid Sulphate Soils — Yes → Refer to Council's Environmental Health Officer → Acid Sulphate Soils Assessment
No ↓
Tree Preservation and Landscaping — Yes → Refer to Council's Tree Officer → Trees and Landscaping Assessment
No ↓
Checksheet 2a → Exhibition Advertising Notification — Yes → Checksheet 2b; No → ↓

Development Assessment

Referral Required — No → ↓; Yes → ↑
Additional Information Provided Cl.54 — No → ↓; Yes → ↑
21 Day Letter Cl.54 ↑
Additional Information Required Cl.54 — No → ↓; Yes → ↑
Stop-the-clock

Identify all relevant EPI, DCP, Codes & Policies
↓
Consider EPI 79C(1)(a)(i)
↓
Consider Draft EPI 79C(1)(a)(ii)
↓
Consider DCP s79C(1)(a)(iii)
↓
Consider Prescribed Matters s79C(1)(a)(iv)
↓
Consider Impacts s79C(1)(b) → Consider Site Suitability s79C(1)(c)
↓
Consider Public Interest s79C(1)(e) ← Consider Submissions s79C(1)(d)
↓
Assessment Finalised
↓
Delegations Available — Yes → Complete Delegated Assessment Report → Checksheet 3 → Application Assigned to Development Assessment Team Leader → Checksheet 3 Complete — No → Checksheet 3; Yes → ↓
No ↓
Complete DCC or AAP Report
↓
Checksheet 3
↓
Application Assigned to Development Assessment Team Leader
↓
Checksheet 3 Complete — No → Checksheet 3; Yes → ↓
↓
List of Interested Parties Completed — No → Replacement Application Cl.55 → Development Application Review Committee; Yes → ↓
↓
Report Satisfactory — No → Development Application Review Committee; Yes → ↓
↓
Significant Departures from EPI or DCP — Yes → Team Leader to confer to Manager Development Control and/or Director Planning and Development → Development Control Committee or Application Assessment Panel Report Signed Off; No → ↓
↓
Assessment Report forwarded to Governance to AAP or DCC agenda
↓
List of Interested Parties assigned to Team Administration Officer → Meeting Notification Letters to all interested parties → Team Administration Officer Sign Off Meeting Notification → List of Interested Parties Notified filed

Determination

Delegations Available — Yes → ↓; No → Panel Committee Council → Checksheet 4
↓
Checksheet 4
↓
Notice of Determination to Applicant s81(1), cl.102(1)
↓
Notice of Determination to Objectors s81(1), cl.102(1)
↓
Notice of Determination to Approval Bodies s91A(6), cl.105
↓
Notice of Determination to Concurrence Authority
↓
Notice of Determination Advertised in Local Newspaper s101
↓
Checksheet 5

Development Application Process Overview

Brett Daintry
Manager Development Control
January 2007

Checksheet 1 — The Applicant must complete this check sheet. The CSO or Duty Officer checks that the minimum statutory attachments are annexed to the Application.

Checksheet 2a — The Team Leader must complete this checksheet ensuring that all referrals both internal and external are detailed.

Checksheet 2b — The Team Leader must complete this checksheet ensuring that notification and advertising requirements are detailed.

Checksheet 3 — The Assessment Officer must complete this checksheet certifying that they have undertaken s79C assessment. The Team Leader counter signs the form if they concur and signoff as to delegations if applicable

Checksheet 4 — The Assessment Officer must complete this checksheet ensuring that the Notice of Determination complies with the Assessment Report or determination of AAP, DCC or full Council.

Checksheet 5 — The Team Administration Officer must complete this checksheet ensuring that all previous checksheets have been signed off, all trackings are closed, post determination processes are completed.