



Modify A Development Consent Application

Section 96, *Environmental Planning and Assessment Act 1979*

DA:

Expiry Date: 30 June 2010

About this form

Use this form to modify a development consent. The Council can only approve this application if it is satisfied that the development as modified would be substantially the same development.

Lodgement & Fees

Please follow the instructions on page 2.

Any questions

Phone Customer Service on (02)9391 7000, or call in personally (see page 2)

Applicant and Site Details

1. **Applicant's name, address and contact details.** Title: Mr Mrs Miss Ms Other:.....
 Family name (or company):.....
 Given names (or ACN):
 Postal address:..... Post Code:.....
 Phone (B) (....) Fax (....).....
 Phone (H) (....) E-mail:.....
 Contact person (Only if a company etc)

2. **Location and title description of the property**
This will help us to correctly identify the land
 Unit, shop or suite:..... Street No:..... Street:.....
 Suburb:
 Lot(s):..... Section:
 Deposited Plan(s):..... Strata plan:
 Other:.....
Get these details from rate notices, property deeds, or Council property maps.

Modification & Consent Details

3. **Which consent is to be modified?** DA No. Date issued Type of development approved

4. **Please describe the proposed modification**
Tell us exactly what you propose to do

Modification to the approved plans and/ or conditions of consent [section 96(2)]:
You must satisfy the Council that the development as proposed to be modified will be substantially the same development.
 Details:

Modification under Section 96(1):
Must be a correct of a minor error, misdescription or miscalculation only.
 Details:

5. Which documents have you supplied?
- Plans and elevations x 6
 - Reduced (A4) x 2
 - Modified statement of environmental effects x 6
 - Other (please specify)

6. Owner's consent As owner of the land to which this application relates, I consent to this application. I also give consent for authorised Council officers to enter the land to carry out inspections.

Must be signed by the owner of the land. If more than one owner, every owner must sign.

If the owner is a company or owner's association must be signed by a director under common seal.

☒ Signature: Date:.....

If you are signing on the owner's behalf as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence.

.....
(eg, power of attorney, executor, trustee, company director)

7. Your declaration I apply for consent to carry out the development described in this application. I declare that all the information given is true and correct. I also understand that:

- if incomplete, the application may be delayed or rejected, and that
- more information may be requested within 21 days of lodgement.

☒ Signature: Date:.....

▼ How to lodge this application

Address the application to: The General Manager
Woollahra Municipal Council

You can send it to us by any of the following methods

Post: PO Box 61
Double Bay 1360
DX: DX 3607 Double Bay

Courier or personal delivery: Woollahra Council
536 New South Head Road
Double Bay NSW 2028

How to contact us by phone, fax or electronically

Phone: (02) 9391 7000
Fax: (02) 9391 7044
Email: records@woollahra.nsw.gov.au
Web: www.woollahra.nsw.gov.au

Who to contact: The assessment Officer handling your application in the Planning and Development Department.

If you wish to discuss a proposal with one of our assessment officers, it's essential that you arrange an appointment. We recommend that you consult with a Council assessment officer before lodging this application.

Fees
Fees are calculated on a scale based on the contract value of the work.

Payment methods
Payment can be made at our Customer Service Centre by the following methods: cash, EFTPOS, cheque or Money Order (make payable to Woollahra Council) or by credit card — American Express, Diners Club, MasterCard or Visa. Credit card payment will incur a processing fee.

Acknowledgement
You will receive a receipt specifying the amount of fees paid. We will acknowledge that we have received your application and provide you with the registered number of the application and the name of the officer who will be dealing with your application.

Making a personal visit?
Woollahra Council is located at 536 New South Head Road, Double Bay.

Bus or Rail: Train to Edgecliff and take the bus or walk from the interchange at the Edgecliff Centre.

Parking: Short term customer parking spaces are available on site. On street parking in nearby streets is also available.

▼ Privacy notification

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 application. This information will be available to Councillors, Council Officers, consultants to the Council and members of the public as required by the Act. Council is to be regarded as the agency that holds the information. You may request amendment of any personal information held by Council that is incorrect.

To be completed by Council's Customer Service Officer. GST may be applicable (refer receipt) <i>Retain your receipt as proof of lodgement of the application.</i> ☒ Receiving Officer: Date:.....				OFFICE USE ONLY
		Receipt Code	Fee \$	
	S96	30		
	Advertising	52	\$188.00	
	Archival Fee	254	\$57.70	
	Total:			

Section 96 Application

Modification of a Development Consent

**COUNTER
CHECK**

PRELIMINARY SECTION 96 APPLICATION CHECKLIST

THIS CHECKLIST IS TO BE COMPLETED BY THE APPLICANT & DUTY OFFICER

PROPERTY ADDRESS:
DA No:
DESCRIPTION OF CURRENT CONSENT:
	<input type="checkbox"/> Council <input type="checkbox"/> Land & Environment Court
CONSENT AUTHORITY
SHORT DESCRIPTION OF PROPOSED MODIFICATION:

	To be completed by the applicant			Office Use Only		
	Yes	No	N/A	Yes	No	N/A
THE S96 FORM						
1. Is a S96 application required? <i>Note: Check that the proposed modification is not exempt or complying development.</i>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2. Is the proposed modification clearly and fully described on the S96 form?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
3. Has the form been properly completed?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
4. Will the development, as proposed to be modified, be substantially the same as that for which development consent was originally granted? <i>(Please answer this carefully. If the development will not be substantially the same you will need to lodge a new DA)</i>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
PLANS						
5. Have six (6) copies of the proposed modification plans and two (2) A4 size reduced copies been provided? (these are to include a site plan and site analysis, landscape and soil and water plan where relevant)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Have the proposed modifications been shown as coloured ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are the plans drawn to a scale of 1:50, 1:100 or 1:200?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Do the floor plans clearly illustrate:						
• the layout of the proposed development?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• internal walls/partitions and room names or uses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• stated dimensions of the proposed modification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Have all elevations and sections been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Do the elevations and sections show:						
• natural ground level & any proposed changes to ground level?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• RLs to Australian Height Datum?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• external finishes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Do the plans show:						
• total site area, boundary dimensions and true north point?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	To be completed by the Applicant			Office Use Only		
	Yes	No	N/A	Yes	No	N/A
12. Have parking and/or garaging details been provided, including access and exit points, dimensions and ramp gradients?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Have six (6) copies of the survey been provided showing plan <i>(not applicable for change of use and minor work)</i> :	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• contours or spot levels and location of all existing trees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DOCUMENTATION						
14. Have six (6) copies of the modified Statement of Environmental Effects been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. For residential flat buildings. Has a design verification statement from a qualified designer been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the property a heritage item, in the vicinity of a heritage item or within a Heritage conservation area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. If yes, has a modified heritage impact statement or demolition report been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Have shadow diagrams been provided? These are required for all new buildings and alterations and additions that are two or more storeys high? The diagrams must show existing and future shadow lines at 9.00am, 12 noon and 3.00pm on 22 June (Midwinter) and 22 March and September (the Equinoxes).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Have geotechnical and hydrological reports been provided? (These are required where excavation to a depth of 2 metres or greater is proposed).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Have you discussed this application with affected neighbours?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Has all the necessary information been supplied as required in the DA Guide where relevant to the proposed modification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Have you submitted a disclosure statement relating to a political donation or gift (if any) made to any Councillor or a gift (if any) made to any Council employee?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FEES						
23. Are the fees correctly calculated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Has the additional fee of \$250 per referral body been paid where the proposal is to modify an integrated development consent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

▼ Declaration by Applicant

I / We declare to the best of my/our knowledge and belief, that the particulars stated on this checklist are correct in every detail and that the information required has been supplied.

Applicant's Name (Printed).....Applicant's Signature

Warning: Applicants should be aware that if all the required information is not provided, the S96 application will not be accepted at the Customer Service Centre. Further information will be requested if not initially provided.

Section 96 Application

Modification of a Development Consent

**COUNTER
CHECK**
Duty Officer to
complete

PRELIMINARY SECTION 96 APPLICATION CHECKLIST

THIS PART OF THE CHECKLIST IS TO BE COMPLETED BY THE DUTY OFFICER
AND GIVEN TO THE APPLICANT IF APPLICATION IS **NOT** OK FOR LODGEMENT

Please provide additional information on:

- Application Form – Applicant and Site Details
Sections: 1 & 2.
- Application Form – Modification and Consent Details
Sections: 3, 4, 5 & 6

Please provide additional information on:

- DA Guide – Plans and Drawings (circle required section)
Sections: 2A, 2B, 2C, 2D, 2E, 2F, 2G, 2H, 2I, 2J, 2K, 2L, 2M, 2N, 2O
.....
.....
- DA Guide – Statement of Environmental Effects (circle required section)
Sections: 3A, 3B, 3C, 3D, 3E, 3F, 3G, 3H, 3I, 3J, 3K
.....
- Other information
.....
.....
.....

Full name of Duty Officer:

Duty Officer's Signature:Date:

Office Use Only

Additional Comments: (Outstanding information, action required)

Is the S96 application OK for lodgement? YES NO

Full name of Duty Officer:

Duty Officer's Signature:Date:

