



# Section 4.55 Application Form

DA No: .....

Expiry date: 30 June 2020

## 1. Made under Section 4.55(1), (1A), (2) or 4.56 of the Environmental Planning and Assessment Act 1979

### About this form

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

### Documentation

The Woollahra Development Application Guide explains which plans and other documents you must provide with this application. Ask us for a copy.

## 2. Applicant's Name

Title:  Mr  Mrs  Ms  Other: .....

Applicant's name: .....

## 3. Location and title description of the property

Unit, shop or suite: ..... Street No: ..... Street: ..... Suburb: .....

Lot(s): ..... Section: ..... Deposited Plan(s): ..... Strata plan: .....

## 4. Development details

DA No.: ..... Date issued: ..... Development Type: .....

## 5. Type of modification

- |                          |                  |   |
|--------------------------|------------------|---|
| <input type="checkbox"/> | Section 4.55(1)  | Correction to a minor error, misdescription or miscalculation |
| <input type="checkbox"/> | Section 4.55(1A) | Minimal environmental impact                                  |
| <input type="checkbox"/> | Section 4.55(2)  | Other   |
| <input type="checkbox"/> | Section 4.56     | Modification granted by the Court                             |

## 6. Please describe the proposed modifications

.....

.....

.....

## 7. Consultation

Have you discussed this application with a Council assessment officer? Yes  No

If so, who did you speak to? .....

## 8. Plans and documents

NB: Council will not accept your application unless all the necessary information has been provided. Please refer to the DA Guide to determine which information is required for your application or discuss with the Duty Planner.

- |    |  |  |
|----|--|--|
| a) | Have you completed the attached checklist?                           | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| b) | Have you provided the all the required copies of the core documents? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| c) | Have you provided any additional documents?                          | Yes <input type="checkbox"/> No <input type="checkbox"/> |

## 9. How to lodge this application

### Address the application to:

The General Manager Woollahra Municipal Council  
 Post: PO Box 61 Double Bay 1360  
 DX: DX 3607 Double Bay  
 Delivery: Council Chambers, 536 New South Head Rd,  
 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

### Making a personal visit?

Woollahra Council is located at 536 New South Head Road, Double Bay. You can catch the train to Edgecliff Station and take the 324, 325 or 326 bus or walk from the interchange at the Edgecliff Centre. Short-term customer parking spaces are available on site.

## 10. Acknowledgement of application

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.

## 11. Payment

- a) Fees are calculated on a scale based on the contract value of the work. Pay by cash, cheque or credit card.
- b) Cheques for DA fees are payable to 'Woollahra Council'. Separate cheques are required for integrated fees.
- c) All credit card payments will incur a processing fee of 0.55%.

## 12. Office Use Only

Fee Type	Fee	Receipt Code	Office Use Only
Section 4.55 Application Fee <sup>a</sup>	\$	30	
Advertising:	Less than \$100,000:	\$274	52
	\$100,000-\$499,999:	\$475	52
	\$500,000 or above:	\$693	52
File Retrieval Fee	\$79	254	
Other	\$	T272	
Total Amount	\$	T272	

Cashier's

Name: ..... Signature: ..... Date:

.....

Payment Processed:  Yes  No

## Applicant Details

Title:  Mr  Mrs  Ms  Other: .....

Applicant's name: .....

Company contact: ..... ABN/ACN: .....

Postal address: ..... Post Code: .....

Phone (B): ..... Phone (M/H): ..... Fax: .....

E-mail: .....

## Who owns the land?

Name(s): ..... Phone: .....

Company Name: ..... E-mail: .....

Address: ..... Post Code: .....

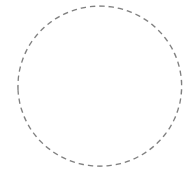
## Owner's consent

NB: 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, or by provision of ABN/ACN together with your position in that Company.

As the registered owner(s) of the land to which this application relates, I/we consent to this application. I/we also give consent for authorised Council officers to enter the land to carry out inspections.

Signature: ..... Name: ..... Date: .....

Signature: ..... Name: ..... Date: .....



Affix Common Seal

Company/Strata Corp: ..... Position: ..... ABN/ACN No. ....

## 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, and electronic plans and documents submitted on storage medium e.g. DVD-R, USB are an exact reproduction of the original source documents submitted with the application. I also understand that:

- a) If incomplete, the application may be delayed or rejected.
- b) More information may be requested within 21 days of lodgement.
- c) I license Council to make all documents lodged with this application of which I am the copyright owner publicly available on Council's website both during the assessment of this application and thereafter, and further license Council to reproduce all such documents for any purpose associated with the exercise of its functions under the Environmental Planning & Assessment Act 1979 in respect of this application, and for the purpose of complying with its obligations under the Government Information (Public Access) Act 2009.
- d) I warrant that to the extent that I do not own the copyright in any documents lodged with this application, the Council is licensed by the copyright owner to use the documents lodged with this application in accordance with the above paragraph.
- e) I indemnify the Council against all claims and actions in respect of a breach of copyright arising from any unauthorised use of any documents lodged with this application.

Signature: ..... Name: ..... Date: .....

## Privacy Notice

The personal information 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 and for processing of payments. If you do not provide the information, Council will not be able to process your application and/or payment. The information in the DA form will be available to Councillors, Council Officers, consultants to Council and members of the public as required by the Act. Payment information is restricted to Council officers. 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.





# Section 4.55 Checklist

The checklist is to be completed by the applicant and duty officer/customer service officer.

	Applicant			Council		
	Yes	No	N/A	Yes	No	N/A
1. Have you checked the requirements of the DA Guide? <i>NB: If all the required information is not provided, the DA may not be accepted.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you discussed this application with neighbours?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>13. Section 4.55 Form</b>						
3. Is a Section 4.55 application required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the proposed modification clearly described?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Will the development, as proposed to be modified, be substantially the same as that for which consent was originally granted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Has owners consent (and company seal if applicable) been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>14. Core Documents</b>						
7. Have you provided 2 copies of the core documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a) Owners consent – 1 copy only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Site Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Modified Statement of Environmental Effects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Revised Plans, Elevations and Sections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Disclosure statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Floor Plans:						
a) Do they show internal walls/partitions and room names or uses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
b) Do they show stated dimensions of existing and proposed work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
c) Do they show RLs to Australian Height Datum (AHD)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
d) Do they show a True North point?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9. Elevations and Sections:						
a) Do they show existing and proposed ground levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
b) Do they show RLs to AHD?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
c) Do they show external finishes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
10. Have all alterations and additions been clearly identified as coloured?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. 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"/>
<b>15. Additional Documents</b>						
12. Is the property a heritage item, in the vicinity of a heritage item, within or in the vicinity of a conservation area or a draft heritage item?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Have you provided the following additional documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a) Heritage Impact Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Tree Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Landscape Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Plan shadow diagrams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Elevational shadow diagrams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Construction Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Updated BASIX Certificate and Annotated Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Applicant			Council		
	Yes	No	N/A	Yes	No	N/A
h) Stormwater Layout Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Flood Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Acid Sulfate Soils Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Geotechnical and Hydrogeological Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Traffic and Parking Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) Access Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n) Revised Design Verification Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o) Affordable Housing Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p) Social Impact Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q) Licenced Premises Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r) Acoustic Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>16. Copies and Formatting</b>						
14. Have 2 copies of development plans, elevations and sections been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Have 2 copies of A4 size reduced copies for notification been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Has an A3 copy been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Has a USB or DVD-R copy of all plans and documentation been provided and is it in unsecured PDF or Word file format only?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Are the digital copies of the plans and all documentation saved in files of 3 MB or less?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Have all files been labeled as: <Plan or Document Description> <Street Number> <Street Name> <Suburb>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17. Non-Residential Development Only</b>						
20. Have the revised trading hours or hours of use been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Has an updated Plan of Management been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>18. Fees</b>						
22. Has the integrated development fee of \$320 been paid?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Has the integrated administration processing fee of \$140 been paid?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>19. Office Use Only</b>						
24. Is the Section 4.55 application acceptable for lodgment?				<input type="checkbox"/>	<input type="checkbox"/>	
25. Have the checksheets been created in TRIM?				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Information Comment:	.....					
I verify that the Section 96 application is acceptable for lodgement.						
Officers Name: ..... Signature: ..... Dated:						