

Planning Proposal Pre-Lodgement Meeting Request 23/24



If you need help lodging your form, contact us		
Email	council@northernbeaches.nsw.gov.au	
Phone	1300 434 434	
Customer Service Centres	Manly Town Hall, 1 Belgrave Street Manly NSW 2095	Dee Why Civic Centre, 725 Pittwater Road Dee Why NSW 2099
	Mona Vale 1 Park Street Mona Vale NSW 2103	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	2006
TRIM Ref.	
Last updated	June 2023
Business unit	Strategic & Place Planning
Application no.	P L M 2 0
Receipt no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Applicant Details

Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms Other:		
First Name (no initials)			
Last Name or Company Name			
Address			Postcode
Phone			Mobile
Email (mandatory)			
Number of persons attending		Names of attendees	

Part 2: Property Details

Address				
Suburb				
Nearest cross street				
DP/Strata plan number			Lot Number	
Name(s) of owners				
Relevant Local Environmental Plan (LEP) or Development Control Plan (DCP)	<input type="radio"/> Manly LEP 2013	<input type="radio"/> Pittwater LEP 2014	<input type="radio"/> Warringah LEP 2000	<input type="radio"/> Warringah LEP 2011
	<input type="radio"/> Manly DCP 2013	<input type="radio"/> Pittwater 21 DCP	<input type="radio"/> Warringah DCP 2000	<input type="radio"/> Warringah DCP 2011
Council officers with previous knowledge of site/proposal (If any)				
Applicant(s) signature(s)			Date	

Part 3: Application Fee

Type of Request (Please Tick)	Complex Major Planning Proposal/DCP Amendment Involving more than one lot or requiring environmental study	\$5,836	<input type="radio"/>
	Standard/Basic Planning Proposal/DCP Amendment Involving one lot or no environmental study	\$2,335	<input type="radio"/>

Part 4: Pre-lodgement Meeting General Details

<p>General</p> <p>Pre-Lodgement meetings are an avenue for proponents to receive preliminary advice on proposals that involve amending a Local Environment Plan or Development Control Plan.</p> <p>The types of applications that may be considered at these meetings include, but are not limited to:</p> <ul style="list-style-type: none"> • concept plans • a change in zoning • proposals for site specific Development Control Plans
<p>Required Information</p> <p>All fees are to be paid at the time of making your application for a Pre-Lodgement meeting.</p> <p>For Council to accept your application you need to submit:</p> <ul style="list-style-type: none"> <input type="radio"/> Concept drawings/maps of proposal/site analysis <input type="radio"/> General statement describing the proposal <input type="radio"/> General statement identifying the relevant section of planning instrument proposed to be amended <input type="radio"/> 1 single electronic copy of all documentation <p>Please note:</p> <ul style="list-style-type: none"> • The above documents are required, however the level of detail will vary depending on the nature and scale of the proposal. • The detail of written advice Council will provide in response will depend on the level of the detail of information provided by you for the pre-lodgement meeting. • Applicants will be contacted upon receipt of the application to arrange a mutually convenient meeting date and time. <p>Meetings are held with a manager and other appropriate staff. Minutes are taken and provided by Council within fourteen (14) working days of the meeting.</p> <p>Note 1: A failure to provide any of the above may result in your application being returned and Council declining to have a meeting until appropriate documents are provided.</p> <p>Note 2: The pre-lodgement service is available to all intending applicants with fees being applicable to all applications. A planner will generally chair meetings, together with appropriate technical staff.</p> <p>Note 3: Council will provide written advice following the meeting. These notes will not be 'verbatim', but will highlight the issues discussed and the meeting's outcome. The comments provided in the notes will not be modified after being issued.</p> <p>Note 4: No pre-lodgement meeting can provide an authoritative statement as to the likely outcome of an application.</p> <p>A determination can only be made following the lodgement of an application and the completion of the assessment process. Notes from the pre-lodgement meeting will be publicly available upon submission of the application for determination (Your signature on this form indicates your acceptance).</p> <p>Note 5: Additional fees may be payable should further meetings be required.</p>

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ACCORDING TO PROCEDURES**

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Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card																
Card Number																
Expiry Date																

Signature															
Daytime Phone Number															
Date															

Please note: Payment card surcharge of 0.5% applies

Office Use Only																
Application No.																

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