



Planning Proposal Application Form

About this form:	Use this form to request an amendment to the Inner West Local Environmental Plan (LEP) 2022. Note: The assessment period commences when Council acknowledges in writing that the application has the necessary supporting documentation for its full assessment.
How to complete:	1. Ensure that all fields have been filled out correctly. 2. Once completed, please refer to the 'How to lodge' details section for further information.

Pre-lodgement Application

Note: A pre-lodgement application is required prior to preparing and submitting a planning proposal. A copy of the Council's response to the application must also be provided with this application.

Was a pre-lodgement application submitted for this planning proposal?

Meeting Date: / / Planning Officer:

Site Details

Street Address:

Suburb: Postcode:

Legal description: (Lot/s) Section: (DP/SP)

Current Zoning:

Total site area:

Applicant's Details

Company Name: (if applicable)

Given Name: Surname:

Street Address:

Suburb: Postcode:

Postal Address: (if different to above address)

Phone No: Mobile:

Email:

Owner's Consent			
Company/Organisation:	<p>If the owner is a company, owner's consent is to be provided in two (2) of the following ways:</p> <ul style="list-style-type: none"> • Signatures of two (2) directors or a director and a company secretary (unless it has a sole director). • Execution of owner's consent in the section of this form shown below (or other document to the same effect) in accordance with s.127 (1) of the Corporations Act 2001. • Common seal affixed to, and execution of, owner's consent form (or other document to the same effect) in accordance with s.127 (2) of the Corporations Act 2001. If there is no common seal, a company letterhead is acceptable. • Up to date ASIC Company Extract and other relevant supporting documentation. 		
Signing on owner's behalf:	<p>If you are signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (e.g. Power of attorney, executor, trustee, company director, etc.).</p>		
New owner:	<p>If the property has recently been sold, documentary evidence of the sale must be provided. Please provide one of the following:</p> <ul style="list-style-type: none"> • A copy of the Certificate of Title. • A letter from new owner's solicitor confirming settlement. • Previous owner(s) to provide owner's consent. 		
<p>As the owner of the land to which this application relates, I/we consent to this application. I give consent for authorised Council officers to enter the land to carry out inspections. (Please advise if any precautions need to be undertaken)</p> <p>Council will not accept this application without correct and complete owner/s consent.*</p>			
Number of owners:			
Family / Corporation / Company Name**:			
Name of owner 1:			
Owner's address:			
Phone / Mobile:			
Signature:		Date:	/ /
Name of owner 2:			
Owner's address:			
Phone / Mobile:			
Signature:		Date:	/ /
Name of owner 3:			
Owner's address:			
Phone / Mobile:			
Signature:		Date:	/ /
Have you?			
Attached Company's authorisation letter? (please tick)	<input type="checkbox"/>	Included Company's seal?	<input type="checkbox"/>

Note:		
* Justification to be provided in the form of a written letter where owner's consent can't be provided.		
** If company, company seal to be affixed.		
Planning Proposal Details		
Please tick all amendments to the LEP proposed in the planning proposal:		
<input type="checkbox"/> Zoning	<input type="checkbox"/> Floor Space Ratio	<input type="checkbox"/> Height of Building
<input type="checkbox"/> Heritage	<input type="checkbox"/> Additional Permitted Uses	<input type="checkbox"/> Minimum Lot Size
<input type="checkbox"/> Others		
Please provide a brief description of the proposed amendments to the LEP (e.g. proposed zoning change; extent of proposed changes to relevant development standards etc.)		
Does the planning proposal require a site specific Development Control Plan (DCP) amendment?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If applicable, please provide a brief description of the proposed DCP provisions		
Fees and Charges		
Find fees and charges on the Council website: www.innerwest.nsw.gov.au/FeesAndCharges By signing this form, you are agreeing to all Council's fees and charges		
Amendment(s) to LEP		
Basic LEP Amendment		<input type="checkbox"/>
Standard LEP Amendment		<input type="checkbox"/>
Complex LEP Amendment		<input type="checkbox"/>
Precinct LEP Amendment		<input type="checkbox"/>
Principal LEP Amendment		<input type="checkbox"/>
Note: Additional fees including advertising and notification costs and any amended planning proposal fee are to be paid at a later stage. Any additional costs and expenses incurred by Council in undertaking studies, peer reviews, referral to panels (Inner West Planning Panel and Architectural Excellence Panel) and other matters are to be paid at cost.		
Amendment(s) to DCP		
Not applicable		<input type="checkbox"/>
Basic DCP amendment		<input type="checkbox"/>
Standard DCP amendment		<input type="checkbox"/>
Complex DCP amendment		<input type="checkbox"/>
Precinct DCP amendment		<input type="checkbox"/>
Principal DCP Amendment		<input type="checkbox"/>

Checklist				
Matters for consideration are determined on a case by case basis. The planning proposal package must include but is not limited to, the information listed below depending on the complexity, nature and context of the planning proposal.				
Information to be submitted			Office use only	
			Y	N
1.	Completed Application Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Copy of the planning proposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Application Fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Copy of Council's Pre-lodgement advice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Owner's consent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Description of the subject land / property and surrounding area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Planning proposal which contains the mandatory components indicated in the NSW Department of Planning and Environment's <i>Local Environmental Plan Making Guideline</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7a.	Objectives and intended outcomes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7b.	Explanation of provisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7c.	Justification of strategic and site-specific merit (addressing the need for the planning proposal, relationship to the strategic planning framework and the environmental, social and economic impacts. Refer to the matters for consideration commencing on page 74 of the <i>Local Environmental Plan Making Guideline</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7d.	Current and proposed LEP maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7e.	Proposed community consultation (including consultation with any relevant government agencies)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7f.	Indicative project timeline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7g.	Site plan drawn to scale (with North point clearly shown) indicating physical features such as trees, topography, existing buildings, and all adjoining properties and/or buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7h.	Detailed analysis of the site and surrounding locality identifying any relevant issues that need to be considered (e.g. site constraints and other development barriers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7i.	Photos/photomontage of the site and surrounding area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7j.	Relevant plans and concept drawings demonstrating the intended built form under the proposed amendments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7k.	Explanation of any intended activities for the site if the planning proposal is successful and their potential impacts on the surrounding area (e.g. traffic and parking, noise, solar access, privacy, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7l.	Details of substantial public benefit that would result from the planning proposal (e.g. public domain improvements, provision of public open space, community facilities, affordable housing, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7m.	Draft site-specific Development Control Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8.	Relevant supporting information (depending on complexity of the planning proposal and nature of issues). Refer to <i>Supporting Technical Information</i> of the <i>Local Environmental Plan Making Guideline</i> (link on Council's Planning Proposal webpage)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8a.	Urban design study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8b.	Development Yield Analysis (potential residential yield & employment generation) *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8c.	Traffic & Transport Study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8d.	Economic Impact Assessment/ Commercial / Retail Viability Analysis/ Employment land study*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8e.	Public Health Impact Statement (refer to NSW Health <i>Healthy Urban Development Checklist</i>) *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8f.	Affordable Housing Assessment*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8g.	Flood and Risk Assessment *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8h.	Site Contamination (in accordance with State Environmental Planning Policy (Resilience and Hazards) 2021) *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8i.	Bushfire Risk Assessment*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8j.	Biodiversity Assessment Report*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8k.	Water Cycle and Stormwater Management*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8l.	Acid Sulfate Soil Assessment*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8m.	Heritage Impact Statement*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8n.	Acoustic Report*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8o.	Sustainability Strategy*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8p.	Social and Community Needs Assessment*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8q.	Open Space Study*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8r.	Infrastructure Servicing Strategy*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8s.	Infrastructure Funding*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8t.	Other relevant miscellaneous studies*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: * May be required / requested by Council officers.

Declaration

I understand that information provided with this application (including the application form) and any subsequent information submitted as part of this application, may be disclosed under the provisions of the Government Information (Public Access) Act 2009 and correspondence from Council may be made available for viewing by the general public.

Applicant's signature:

Date:

/ /

Privacy statement

This form contains personal information of a person/s making an application to Inner West Council. The requested information assists Council staff to respond to the applicant/s. The supply of information is voluntary. If you do not provide the requested information, Council may not be able to respond to / progress your application. The information will be retained in Council's record keeping system. Information held by Council is not made publicly available unless there is an overriding public interest to do so under the Government Information (Public Access) Act 2009 (GIPA Act) and in accordance with section 18(1)(b) of the NSW Privacy and Personal Information Protection Act 1998. For more information about your privacy please contact Inner West Council on (02) 9392 5000 and ask to speak with the Privacy Officer. Alternatively, you may email Council at council@innerwest.nsw.gov.au or write to us at P.O. Box 14, Petersham, NSW 2049.

How to lodge

Lodging an application requires a completed application form, all relevant information and the payment of the required fee.

Lodge online: You can lodge online via the [NSW Planning Portal](#). **Council officers may subsequently request hard copies of submitted documentation.** **Fees and charges:** Find fees and charges on the [Council website](#)

Upon review of the documentation, if found to be satisfactory, you will be sent an invoice. Please note that the application is not considered to be 'lodged' until the fees have been paid. Fees are to be paid within 7 days of issue of the invoice.

Office Use only

Checked by officer:	
Date:	