



## Pre-lodgement Application Form

<b>About this form:</b>	Use this form to obtain preliminary advice before the lodgement of a planning proposal. Submission must be accompanied by a scoping proposal.
<b>How to complete:</b>	<ol style="list-style-type: none"><li>1. Ensure that all fields have been filled out correctly.</li><li>2. Once completed, please refer to the 'How to lodge' section for further information.</li></ol>

Site Details			
Street Address:			
Suburb:		Postcode:	
Legal description: (Lot/s)		Section: (DP/SP)	
Current Zoning:			
Total site area:			
Description of proposed change/s:			
Applicant's Details			
Company Name: (if applicable)			
Given Name:		Surname:	
Postal Address:			
Phone No:		Mobile:	
Email:			

### Fees and Charges

\*Fee Type: Pre-lodgement

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: \*The category of LEP Amendment is subject to the discretion of Council officers. The pre-lodgement fee will be advised once your application has been lodged online. Any application submitted for site in an Urban Renewal area is considered to be a Complex LEP Amendment.

### Checklist

Have you:

Referred to relevant statutory LEP documents?	<input type="checkbox"/>
Referred to the NSW Department of Planning & Environment's Scoping Proposal Template?	<input type="checkbox"/>
Included a detailed overview of the planning proposal using the NSW Department of Planning & Environment's <i>Local Environmental Plan Making Guideline</i> ?	<input type="checkbox"/>
Included adequate information to support a planning proposal in an urban renewal area?	<input type="checkbox"/>
Identified technical studies that may be required to support a planning proposal?	<input type="checkbox"/>
Included a completed application form?	<input type="checkbox"/>

### 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](mailto: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 on the [Council website](#)

**Fees and charges:** Find fees and charges on the [Council website](#)

Upon review of the documentation, if found to be satisfactory, you will then 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:	