

PRE-LODGE MENT REVIEW of COMPLYING DEVELOPMENT CERTIFICATE

The purpose of this form is to request a due diligence review of the plans and documentation to determine if the proposed development is capable of compliance with the relevant Complying Development provisions of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

| PART 1 – APPLICANT DETAILS | | | | | |
|---|--|--|-----------|-----|--|
| Name: | | | | | |
| Postal Address: | | | | | |
| Phone: | | | | | |
| Email: | | | | | |
| PART 2 – PROPERTY DETAILS | | | | | |
| Lot/s: | | Sec: | | DP: | |
| Street Address: | | | | | |
| Suburb: | | | Postcode: | | |
| PART 3 – DEVELOPMENT DETAILS | | | | | |
| Provide a detailed description of the proposed development: | | | | | |
| PART 4 – APPLICABLE CODES SEPP | | | | | |
| Indicate which State Environmental Planning Policy <i>Complying Development Code</i> , you request the development to be reviewed against: | | <input type="checkbox"/> Part 3B – Low Rise Housing Diversity Code <input type="checkbox"/> Part 3C – Greenfield Housing Code map of applicable areas <input type="checkbox"/> Part 3D – Inland Housing Code <input type="checkbox"/> Other (list the relevant code and SEPP below) | | | |
| Please Note: It is recommended that a section 10.7 Planning Certificate is obtained from Council which will identify which codes may be applicable to your land. | | | | | |
| PART 5 – INFORMATION TO BE SUBMITTED WITH YOUR APPLICATION | | | | | |
| <input type="checkbox"/> | Architectural Plans in electronic format (PDF) which identify the following: <ul style="list-style-type: none"> • A site plan which identifies the dimensions of the site together with position of any proposed driveway access, a North point, any proposed landscaping, the position of the proposed building or structure and any other existing or proposed buildings or structures on the site. (All proposed setbacks from each boundary and other relevant buildings on the site must be nominated on the plan). • A floor plan which identifies the proposed internal layout of the building together with the building’s dimensions and floor area. • Elevations of each side of the proposed building. • A sectional elevation which identifies the proposed overall height of the proposal above existing ground level and the height of the proposed finished floor level above ground. • Nominate heights and depths of any proposed cutting or filling of the site including retaining walls and their location. | | | | |

Please Note: Plans and details suitable for the submission of a Complying Development (CDC) application must be submitted with the application for review. Council will not request additional information as part of the review and will provide a response based on the information submitted with the application.

PART 6 – APPLICANTS DECLARATION AND SIGNATURE

| | |
|---|--------------------------|
| I/We acknowledge that the fees payable are calculated in accordance with Council’s adopted Fees and Charges: | <input type="checkbox"/> |
| I/We acknowledge that this review is based on the information submitted with the application. | <input type="checkbox"/> |
| I/We acknowledge that the provided Report will not constitute development approval and a future approval via a Complying Development Certificate (CDC), or Development Consent (DA) will be required. | <input type="checkbox"/> |
| I/We acknowledge that a Report will be provided that is based on an assessment of the version of legislation in force at the time of the assessment of the application and Council takes no responsibility for any amendments, inclusions, or revocation of the provisions of the legislation that affect the proposals status as Complying Development or the future accuracy of the contents of the Report. | <input type="checkbox"/> |
| I/We acknowledge that the Report will be subject to the limitations listed. | <input type="checkbox"/> |
| I/We acknowledge that Council will not request additional information nor conduct any further assessment of information submitted after the finalisation of the Report unless by way of a separate application and payment of fees. | <input type="checkbox"/> |
| I/We declare that all the information provided is true and correct. | <input type="checkbox"/> |
| I/We also understand that, if incomplete, the request may be delayed or rejected. | <input type="checkbox"/> |

| Applicant/s Name | Signature |
|------------------|-----------|
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Please Note: A credit for the amount paid for this pre-lodgement review may be applicable when submitting a future CDC application to Council in accordance with Councils adopted Fees and Charges in the following circumstances:

- a) The applicant for both the pre-lodgement review and the future CDC application are the same; and
- b) A complete Complying Development Certificate (CDC) application is submitted to Council in accordance with the Environmental Planning and Assessment Regulation 2021 via the NSW Planning Portal within 60 days of the date of the Review; and
- c) The plans and specifications submitted with the future CDC application are consistent with those the subject of this Review and have not been amended or substantially altered.

PART 7 – LODGEMENT DETAILS

You may submit the completed form and accompanying documents by email to council@goulburn.nsw.gov.au.
 For further information please contact Councils Building Surveying Team on (02) 4823 4444