

**OFFICE USE ONLY**

Fee Paid:	\$	Original DA No:	
Receipt No:		Amended DA No:	
Receipt Date:		Original CC No:	

**ABOUT THIS FORM**

Use this form to apply for any modification to a Development Consent under Section 96 of the *Environmental Planning and Assessment Act 1979*. Section 96 can be used to modify a Consent as follows:

- Section 96(1) application - to correct a minor error, misdescription or miscalculation made by Council
- Section 96 (1A) application - for a modification that will have a minimal environmental impact
- Section 96(2) application - to modify the consent such as design changes or deletion of a condition of consent.
- Section 96(AA) application is made to modify a consent issued by the Land and Environment Court.

The development as modified must be substantially the same development, and you must provide evidence of this. It is recommended that you contact the Development Assessment Officer who dealt with the Development Application to discuss the modification prior to lodgement.

**DETAILS OF CONSENT TO BE MODIFIED**

Development Application No:	
Date of Consent:	

**LOCATION & PROPERTY DESCRIPTION**

This will help us to correctly identify the land. You must indicate the correct Lot and DP or SP – get these from rates notices, property deeds or if unsure, ask us for assistance.

Address:	
Lot & DP/SP:	

**DESCRIPTION OF PROPOSED MODIFICATION**

Tell us exactly what you propose to modify. A more detailed description should be included in the statement of environmental effects.


**MODIFICATION TYPE**

<input type="checkbox"/> <b>Section 96(1)</b> A modification to correct a minor error, misdescription, or miscalculation made by Council	<input type="checkbox"/> <b>Section 96(1A)</b> A modification that will have minimal environmental impact
<input type="checkbox"/> <b>Section 96(2)</b> Any other modifications	<input type="checkbox"/> <b>Section 96(AA)</b> A modification to modify a consent issued by the Land and Environment Court

## APPLICANTS DETAILS

All correspondence relating to this application will be sent to this address.

Name(s):			
Address:			
Suburb:		Postcode:	
Phone:		Fax:	
Mobile:		Contact Person:	
Email:			
Applicant's Signature(s):			

<b>Political Donation or Gift Disclosure</b>	Disclosure any donation or gift – check if complete	<input type="checkbox"/>	<input type="checkbox"/>
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## ARCHITECT OR CONSULTANT DETAILS

This information is needed in case we need to discuss the design or other issues.

Name(s) :			
Address:			
Suburb:		Postcode:	
Phone:		Fax:	
Mobile:		Email:	

## ESTIMATED COST OF DEVELOPMENT

Original Estimate including GST	\$	Revised Estimate including GST	\$
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## OWNERS CONSENT

- 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, eg. Body Corporate must be signed by a director or secretary UNDER COMMON SEAL.

As owner of the land to which this application relates, I consent to this application. I also give consent for authorised Council officers to enter the land to carry out inspections, take photographs, videos, surveys and measurements.

Name:			
Postal Address:			
		Postcode:	
Phone (Home):		Phone (Work):	
Signature:		Date:	

Name:			
Postal Address:			
		Postcode:	
Phone (Home):		Phone (Work):	
Signature:		Date:	

*If you are signing on the owner's behalf as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence.*

Name(s):			
Signature(s):			

*E.g. power of Attorney, Executor, Trustee, Company Director*

## DISCLOSURE OF POLITICAL DONATIONS & GIFTS

<b>Do you wish to disclose a political donation or gift to a local Councillor or candidate for election to Council in the Auburn Council Area</b>	<input type="checkbox"/>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>
If YES, please complete a Disclosure of Political Donation & Gift Form.				

## YOUR DECLARATION (applicant to complete)

- If the applicant is a company or owner's association, this application must be signed by a director or secretary UNDER COMMON SEAL.

I/We the undersigned hereby apply for approval of the development/activity proposal described above in the plans, specifications and documents accompanying the application.

I/We undertake to carry out that development/activity in accordance with any approval granted by the Council and to conform with the provisions of the relevant Act(s), Regulations, Codes and planning instruments.

I also understand that:

- if incomplete, the application may be delayed or rejected.
- more information may be requested.

I also give consent for authorised Council officers to enter the land to carry out inspections, take photographs, videos, surveys and measurements.

Name(s):

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Signature(s): Date:

## PRIVACY POLICY

Some of the information that Council is collecting from you in this form is 'personal information' for the purposes of the *Privacy & Personal Information Protection Act 1998 ("PIPA Act")*. The supply of the information by you is voluntary. If you do not provide the information, Council will be unable to process your application. Council is collecting this personal information from you in order to process your application in accordance with the *Environmental Planning & Assessment Act 1979*. You may make an application for access or amendment to your personal information. The information will be retained by Council and stored in a register that can be viewed by the public at any time in accordance with the *Local Government Act 1993*. Your application may be advertised to the public for comment, in accordance with Council policies and relevant legislation. You may make a request that Council suppress your personal information from a public register in accordance with the PIPA Act. For more information about your privacy please contact Auburn Council.

## HOW TO LODGE THIS APPLICATION

Address the application to:	The General Manager, Auburn Council, PO Box 118, Auburn. NSW 1835
Courier:	Civic Place, 1 Susan Street, Auburn. 2141
Contact us by Phone & Fax:	Ph: (02) 9735 1222                      Fax: (02) 96431120
Email/Web:	Email: <a href="mailto:auburncouncil@auburn.nsw.gov.au">auburncouncil@auburn.nsw.gov.au</a> Web: <a href="http://www.auburn.nsw.gov.au">www.auburn.nsw.gov.au</a>
Office Hours:	8.30am-4.00pm Monday to Friday                      Cash payments accepted between these hours.
Fees	Fees are calculated on a scale based on Part 15 of the Environmental Planning and Assessment Regulations. Please ask us for the fee charged.
Payment Method	Payment is by cash or cheque.                      Make cheques payable to Auburn Council. Do not send cash in the mail.                      Payments may also be made through Bankcard, Visa, EFTPOS or MasterCard.
Acknowledgements	We will acknowledge that we have received your application and some fees may attract GST. These will be shown on your receipt.
Making a personal visit?	Civic Place, Customer Service Counter, 1 Susan Street, Auburn. 2141
<b>PLEASE NOTE: APPLICATIONS RECEIVED BY EMAIL OR FAX CANNOT BE ACCEPTED.</b>	

Civic Centre, 1 Susan Street, PO Box 118, Auburn, NSW 1835 Australia  
 Telephone: 9735 1222 Facsimile: 9643 1120 Email: [auburncouncil@auburn.nsw.gov.au](mailto:auburncouncil@auburn.nsw.gov.au) Web: [www.auburn.nsw.gov.au](http://www.auburn.nsw.gov.au)

## SECTION 96 MODIFICATION

THIS CHECKLIST IS TO BE COMPLETED BY THE APPLICANT AND THEN COMPLETED BY THE DUTY OFFICER

Property Address	
Proposal	

# Section 96 Checklist

DESCRIPTION	NOTES	Copies Required	Submitted	Office Use Only
<b>Application Form &amp; Consent of Owners</b>	The form must be correctly completed – with applicant's details & signatures of <b>ALL</b> owners & strata body or community body if applicable.  NB. If the owner is a company or owner's association eg. Body Corporate must be signed by a director or secretary UNDER COMMON SEAL.	<b>1</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Correct Fee</b>	In accordance with Council's Schedule of Fees & Charges.	<b>N/A</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Environmental Effects</b>	Detailed description of the modification proposed. Must provide sufficient detail to satisfy Council that modified development is substantially the same development as that approved by Council.  Should include assessment of potential environmental impacts of the proposal against relevant Local Environmental Plan and Development Control Plan controls.	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Modified Plans / Elevations / Sections</b> <i>Architectural, Stormwater, Landscape or Other</i>	Full drawings showing modified development – (1:100 Scale / 1:200 & reduced to A3).  Where the proposed modification involves alteration to previously approved plans, the plans must be coloured, highlighted or otherwise marked to the satisfaction of Council to adequately distinguish the modified works.	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notification Plans</b>	Site plan & elevations reduced to A4 size and with modified works clearly marked.	<b>10</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Shadow diagrams</b>	For modifications of residential buildings greater than one storey in height, the application must be accompanied by amended shadow diagrams showing the effect of 9am, 12 noon and 3pm shadows on 21 June.  Amended shadow diagrams are required when the modification alters the external configuration of the building.	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Political Donation or Gift Disclosure</b>	Disclosure any donation or gift – check if complete		<input type="checkbox"/>	<input type="checkbox"/>

**Warning: It is Council policy not to accept incomplete Development Application documentation. This includes delayed provision of any consultant reports**

**DECLARATION BY APPLICANT**

I have read the **DEVELOPMENT APPLICATION GUIDE** and provided documentation for this application consistent with the aims and provisions of the guide. I understand that a failure on my part to provide all information required by the **DEVELOPMENT APPLICATION GUIDE** will result in Council not proceeding with the processing of my application until the required documentation is provided in full.

Applicant's Name (Printed)

Applicant's Signature

Date

**OFFICE USE ONLY**

Is the DA OK for lodgement?

Yes     No

I have sighted all of the above documents.

Full name of Duty Officer

Signature of Duty Officer

Date

**THE FOLLOWING ADDITIONAL INFORMATION MUST BE SUBMITTED PRIOR TO COUNCIL ACCEPTING THIS APPLICATION (TO BE COMPLETED BY DUTY OFFICER):**

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>