# APPLICATION TO MODIFY A DEVELOPMENT CONSENT

Made under Section 4.55 of the *Environmental Planning and Assessment Act 1979*

Use this form to apply to modify a development consent. If the changes you propose mean the development will not be substantially the same as originally approved you need to submit a new development application.

<table>
<thead>
<tr>
<th>PROPERTY DESCRIPTION (This will help us to correctly identify the subject property)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit/Street No.: ___________________ Street Name: ________________________________</td>
</tr>
<tr>
<td>Suburb: ___________________________ Lot and DP/SP No.: __________________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MODIFICATION AND CONSENT DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Consent No.: ___________________ Date of Consent: ____________________</td>
</tr>
<tr>
<td>Description of Original Development Consent: ______________________________________</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type of Modification: <em>(Mark the appropriate box and describe the proposed modifications)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ S4.55 (1) – A modification to correct a minor error, mis-description or miscalculation only:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>☐ s96(1A) – A modification that will have minimal environmental impact:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>☐ s96(2) – Any other modification:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>☐ s96AA – A modification of Court consent:</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Amended total cost of development: $____________________________________________

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*Note: The image contains a form with relevant sections filled out, including property description and modification details.*
## APPLICANT’S NAME

<table>
<thead>
<tr>
<th>Title:</th>
<th>Given Names:</th>
<th>Family Name:</th>
</tr>
</thead>
</table>

Organisation / Company Name (if applicable):
ABN:

Applicant’s Email address:

Note: Please provide an email and postal address, correspondence will be via email when possible (including notice of determination)

Address:

Note: It is important that we are able to contact you if we need more information. Please give as much detail as possible. Council will deal only with the nominated applicant in the event of any query or communication regarding this application.

Contact Number:  
Alternative Contact Number:

### DECLARATION

- I apply for consent to carry out the development described in this application.
- I declare that all the information is true and correct, and electronic plans and documents submitted on electronic storage medium are an exact reproduction of the original source of documents submitted with this application.
- I understand that if incomplete, the application may be delayed or rejected.
- I understand that more information may be requested by Council.
- I understand that the information contained in this application and on this form (including all plans and personal information) may be made publicly available on the Council’s website and in other ways that Council considers appropriate.
- I give permission for Waverley Council (‘Council’) to copy the development application, plans and any other supporting material for the purpose associated with the exercise of its functions under the Environmental Planning and Assessment Act 1979, and for the purpose of complying with its obligations under the Government Information (Public Access) Act 2009.
- I warrant that if I am not entitled to copyright in respect of any submitted document, I have obtained permission from the copyright owner for Council to use the documents lodged with this application in accordance with the above paragraph.
- I indemnify the Council against all claims and actions in respect of a breach of copyright arising from the Council copying, issuing copies, reproducing or publishing any documents lodged with this application.

Applicant Signature:  
Name:  
Date:

### OWNER’S CONSENT

<table>
<thead>
<tr>
<th>Single / Joint Ownership:</th>
<th>All name owners must sign (if more than one owner, every owner must sign)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strata Title Property:</td>
<td>The strata secretary must sign the form and attach the strata seal</td>
</tr>
<tr>
<td>Company / Business Owned Property:</td>
<td>The director/s or company secretary must sign the form and attach the company seal or provide a signed company letterhead with the ACN / ABN included giving consent to this application.</td>
</tr>
</tbody>
</table>

- I hereby consent to the submission of this application and to a representative of Council entering the site for the purpose of a site inspections; and
- For Council to make copies of all documents for the purpose of determining the application or to provide copies to persons who may be affected by the proposal.

Signature:  
Name:  
Date:

Signature:  
Name:  
Date:

Company / Strata Corp:  
Position:  

AFFIX COMMON SEAL
ACN / ABN:  
Date:

**POLITICAL DONATIONS**

Under the Environmental Planning and Assessment Act 1979, the applicant (or any other persons with a financial interest in the application) must disclose any reportable political donations or gifts they have made to a Councillor or Council employee in the two years before the application is made. The disclosure requirements continue to apply until the application is determined.

**Note:** Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement.

Are you aware of any person with a financial interest in this application who made a reportable donation or gift in the last two years?

- [ ] Yes
- [ ] No

If yes: complete the ‘Political Donation and Gifts Disclosure Statement’ available on Council’s website and lodge with this application

If no: in signing this application I undertake to advise the Council in writing if I become aware of any person with a financial interest in this application who has made a political donation or has given a gift in the period from the date of lodgement of this application and the date of determination.

**CONFLICT OF INTEREST**

Are you an employee of Council or do you have an affiliation with a Council Officer or Councillor or member of Parliament by way of family, close personal friendship or business interest?

- [ ] Yes
- [ ] No

If yes, please provide details:

**NOTICE UNDER SECTION 10 OF THE PRIVACY & PERSONAL INFORMATION PROTECTION ACT 1998**

The information collected on this application form (and in any document submitted with the application) is for the purpose of assessing and determining your application under the provisions of the Environmental Planning and Assessment Act 1979. This may require making the application form, submitted documents and documents relating to the determination publicly available for inspection on the Council’s website and in other ways that the Council considers appropriate. The intended recipients of the information include any parties involved in the assessment or with an interest in the application.

If the requested information is not provided, the Council may be unable to process your application. Waverley Council (‘Council’) is the name of the agency that is collecting and holding the personal information. Please advise Council if the information you have provided either changes or is incorrect or if you require your address to be withheld for personal or family safety.

**COPYRIGHT DISCLAIMER**

The Government Information (Public Access) Act (GIPA) provides that anyone may inspect and obtain copies of certain documents held by a council, including (amongst others) development applications and associated documents. A council complying within its obligations under GIPA does not breach copyright law. However, a person who through this process obtains a copy of the plans subject to copyright would be in breach of copyright law if those plans were later used in a way adverse to the interest of the holder of the copyright.

If you copy, use or distribute building specifications or other documents subject to copyright, contrary to the provisions of the Copyright Act 1968 (Cth) you will be taken to have indemnified Waverley Council against any claim or action in respect to breach of copyright.

**LODGE REQUIREMENTS**

Development Applications will not be accepted for lodgement unless all information is received, a digital copy of all forms, plans and supporting documentation are provided on a USB/CD created and labelled in accordance with Council’s Electronic Lodgement Guidelines (Refer to Council’s Info Sheet online) and payment of correct fees is made. For full lodgement requirements, refer to the Development Application Guide. In summary, minimum requirements for submission are:

- USB or CD with ALL forms, plans and documents in digital form – Refer to ‘Electronic Lodgement Guidelines: Building and Development Applications’ Info Sheet on Council’s website.
- DA CHECKLIST – Please refer to this document for all lodgement requirements
- Section 1 - FORMS: 1 x hard copy of forms;
- Section 2 – PLANS*: 2 x hard copy of plans to scale (preferably limited to A3 size), coloured and labelled to clearly show all new works (Refer to Council’s Colour Code for reference of colour palette to use);
- Section 3 and 4 – DOCUMENTATION*: 2 x hard copy of documentation; and,
- Section 5 – DESIGN EXCELLENCE PANEL APPLICATIONS ONLY: 5 x hard copy of plans and documentation (in addition to above requirements).

HOW TO LODGE THIS APPLICATION

BY MAIL with a cheque attached:  
Post: The General Manager  
Waverley Council  
PO Box 9,  
BONDI JUNCTION NSW 1355

DX: DX 12006 Bondi Junction

OVER THE COUNTER by courier or personal delivery with payment to be made via cash, cheque, credit card or EFTPOS  
Customer Service Centre  
55 Spring Street,  
BONDI JUNCTION

Centre open: Monday to Friday from 8.30am to 5.00pm  
Note: No lodgements accepted between 1 – 2pm or after 4pm on any day.

FEES

Application fees are in accordance with Council’s Fees and Charges Policy. To avoid delays at lodgement, please contact us to obtain a quote prior to lodging your application. If lodging multiple applications, a separate payment must be made for each application.  
Fees may be paid by cash, cheque, credit card (surcharge applies) and EFTPOS. Make cheques payable to Waverley Council.

OFFICE USE ONLY

Duty Planner to complete:
Is additional information required prior to lodgement?  
If yes, please specify

Other comments:
Duty Officer Name:  
Signature:  
Date:

Customer Service Officer to complete:
Notification Fee $  
Advertising Fee $  
Application Fee $  
Design Excellence Panel Fee $  
Other: $  
TOTAL $  
Receipt No:  
Date: