

✓ Please tick each box

- Document transmittal** (see reverse of this checklist)
- Form M2**
  - Applicant's details
  - Property description
  - Consent of owner/owners, Owners Corporation/Company Seal
  - Political donations and gifts disclosure statement
- Correct fees**
- Title box on all plans** showing name of plan, drawn by, date drawn, version

**ONE (1) digital and TWO (2) paper copies of ALL plans and documentation are required. See Note 3 of Information Guide M2i for acceptable formats.**

- Statement of environmental effects** – as per Part 1 of Schedule 1 of EP&A Regulation 2000 including all relevant Environmental Planning Instruments (e.g. State Environmental Planning Policies (SEPPs), Wollongong Local Environmental Plan 2009 (WLEP 2009), Wollongong Local Environmental Plan 1990 (WLEP 1990), Local Environmental Plan 38 (LEP 38) and Wollongong Development Control Plan 2009 (WDCP 2009)
- Location plan**
- Site plan**
  - Scale (1:200), north point
  - Site dimensions
  - Location of structures (existing)
  - Location of easements (type) ROWs
  - Location of driveways, vehicle parking/ manoeuvring areas(existing)
- Demolition details** – refer to Chapters E7 and E21 of WDCP 2009
- Heritage Impact Statement** (if heritage item)

**Office use only**

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**Applicants must ensure that all the check boxes have been ticked [✓] and that all the information requested is attached before lodging the application with Council. Please clearly write your name below, and then initial and date the form to confirm that all required information is attached.**

Name of Applicant	Applicant's initials	Date / /
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**COUNCIL USE ONLY**

Checked by	Date / /
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▪ **Address:** Wollongong City Council, 41 Burelli Street, Wollongong NSW 2500    ▪ **Postal:** Locked Bag 8821 Wollongong DC NSW 2500  
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