


Office Use Only	

Barcode

**Section 1 Applicant Details**

Company Name						
Name	Surname				Mr / Mrs / Other	
	Given		Middle			
Postal Address	Number and Street					
	PO Box / DX / Other					
	Suburb / Town			State		Postcode
Contact Details	Phone			Mobile		
	Fax			Email		
Signature					Date / /	

**Section 2 Site Details**

Lot Description <i>Attach extra sheet if insufficient space.</i>	Lot / Unit	Sec	DP/ SP	Lot / Unit	Sec	DP/ SP
	Lot / Unit	Sec	DP/ SP	Lot / Unit	Sec	DP/ SP
Name	Number and Street					
	Suburb / Town			State		Postcode

**Section 3 Proposal**

Development Description	
Value of Development	\$

**Section 4 Issues**

Specific issues which you want addressed at the pre-lodgement meeting	1
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**Note 1 General Information**

Preparation	<p><b>Before an appointment for a pre-lodgement meeting is made you must do the following:</b></p> <ul style="list-style-type: none"> <li>• Examine Council’s Codes, Policies and Planning Instruments to determine whether your proposal would comply with relevant Council requirements.</li> <li>• Undertake a site analysis that identifies constraints and opportunities for the site.</li> <li>• Consider development options for the site to demonstrate the suitability of the site and the preferred option.</li> <li>• Prepare preliminary plans. These plans must be submitted to Council before a date for pre-lodgement meeting is set.</li> <li>• Submit two (2) copies of the site analysis, preliminary plans and supporting information.</li> <li>• Appropriate pre-lodgement application fee.</li> </ul> <p><b>For further information contact Council on 4227 7111.</b></p>
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**Privacy Notification (*Privacy and Personal Information Protection Act 1998 – Section 10*)**

The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (‘the Act’). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the file in which the Application will be filed. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. Council is collecting this personal information from you in order to comply with the requirements of the legislation under which the Application is made. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council on telephone 4227 7111.