

Rezoning Request Form

Request to amend Local Environmental Plan under Section 3.33 of the Environmental Planning and Assessment Act 1979

116 Adelaide Street,
Raymond Terrace NSW 2324

PO Box 42

Raymond Terrace NSW 2324

p (02) 4988 0255

e rezoning@portstephens.nsw.gov.au

DX 21406 | **ABN** 16 744 377 876

ABOUT THIS FORM

This form is required to be filled out to request an amendment to the Local Environmental Plan. Failure to submit the relevant information may result in the application being returned.

To make the rezoning request, this form must be filled in, duly signed by the applicant and provided to Council accompanied by a planning proposal and all supporting documentation. Within seven (7) days of submitting a request, you will be notified if the planning proposal has met the adequacy assessment. Council will issue an invoice for fees following the adequacy assessment.

PART A

Council Reference Number

Property Details

A list of properties may also be provided with this form.

Unit/Street Numbers	Street Name	Suburb	Lot Number	DP/SP	Owner
---------------------	-------------	--------	------------	-------	-------

What is the proposed amendment?

Describe the proposed amendment (i.e. zoning, lot size, height of buildings, additional permitted use etc.).

Applicant Details and Fee Agreement

First Name

Family Name

Company/Organisation/Agency

Position

Address

Postcode

Email

Phone

Mobile

Applicant's Signature

Date (DD/MM/YYYY)

- I declare that the information given in this request is true and correct. I also understand that, if incomplete, the request may be delayed or rejected. I understand that payment of fees may not result in the desired outcomes. I understand that timeframes cannot be guaranteed in any way.
- I authorise the use of all documents associated with the planning proposal for the purposes complying with Council's obligations under the *Environmental Planning and Assessment Act 1979*, *Local Government Act 1993* and Council's Notification and Advertising Policy.
- I am authorised by the copyright holder of all documents submitted with the planning proposal to provide the documents to Council. In doing so, I understand and the copyright holder acknowledges that Council may use the documents for public inspection at Council's Administration Building and on Council's Website throughout the assessment and during the public exhibition process.
- I agree to pay the Rezoning and Reclassification Fees in accordance with the Port Stephens Council Schedule of Fees and Charges (in place as at the date that payment falls due) for the costs and expenses incurred by Council for undertaking studies and other matters required in relation to this planning proposal, and as set out above.
- I agree to notify Council if the land is sold.
- I understand and agree that this fee agreement is legally binding and enforceable even if the land is sold.
- I/we understand that the party/ies making this request have agreed for that all communication regarding the application will be through the nominated applicant.

Note: If you no longer wish to progress an amendment as the applicant, outstanding fees under this fee agreement remain payable unless a new applicant enters into a new fee agreement with Council to progress the amendment.

Probity

Is the applicant or owner a staff member, councillor or contractor of Port Stephens Council or is the applicant or owner related to someone who is a staff member, councillor or contractor of Port Stephens Council?

No

Yes - please state relationship

Political Gifts and Donations

Have you, or any person with a financial interest in this application, made a political donation or gift (greater than \$1,000) in the previous two years?

No

Yes - please submit a **Statement of Disclosure of Political Donations and Gifts form** with your application.

Information

- One hard copy and one electronic copy (USB, CD or email) of the planning proposal prepared in accordance with the NSW Department of Planning Industry and Environment's guidelines ([Planning Proposals - A guide to preparing planning proposals](#)).
- A cover letter addressing any pre-lodgement matters and outlining supportive documents.
- Stage 1 Rezoning and Reclassification Fees in accordance with the Port Stephens Council Schedule of Fees and Charges (in place as at the date that payment falls due).

Privacy

The information provided may contain personal information defined under the *Privacy and Personal Information Protection Act 1998* (NSW). The purpose of collecting this information is to enable Council to consider matters under related legislation, issue related documentation where required, and will be utilised by Council officers in assessing the proposal. The information may also be made publicly available to other persons in accordance with the relevant Acts and Regulations, such as the *Government Information (Public Access) Act 2009* (NSW) and will be stored in Council's record management system. Council will display plans and reports (which may be subject to copyright law) on Council's Website for the required exhibition period. Following this period, plans and reports may be inspected at Council's Administration Building. No personal information will be displayed.