

# Development Application Form

Part 4 of the *Environmental Planning and Assessment Act 1979*

## About this form

You can use this form to apply for development consent to Sydney Olympic Park Authority (the Authority / SOPA) under the *Environmental Planning and Assessment Act 1979*.

## How to complete this form

1. Ensure all fields have been filled out correctly and tick the boxes where relevant.
2. Please print your details clearly (**capitals only**).
3. Please note that all fields in this form that are marked with an asterisk (\*) are mandatory and must be completed before submitting the application. **Incomplete applications will not be accepted.**
4. Once completed you can submit this form by mail or in person. Please refer to the lodgement section in Part 11 for further information.
5. Ensure your application includes the **development application fee**.

## Privacy & Personal Information Notice

**Please note that any private and personal information provided in fields marked with an (#) will be placed on the Authority's website and will be public information.**

### Office Use Only

DA registration number: \_\_\_\_\_

Form checked by (please print): \_\_\_\_\_

Date application received (stamp):  
  
\_\_\_\_\_

Notes: \_\_\_\_\_

DA Fee paid and checked: \_\_\_\_\_

**Part 1 Type of development approval sought**

**Please tick appropriate box (refer to Attachment 1)**

Local development.....

Integrated development .....   
 (please indicate other NSW government agency approvals required)

Designated development.....

Not Sure.....

**Part 2 Site details**

Building/land name (if known)

Address\*

Line 1

Line 2

Line 3

Postcode\*

Lot Number                  DP/SP                  Vol/Fol

                                  

**Part 3 Pre-DA lodgement meeting**

Note: A Pre-DA lodgement meeting with SOPA Planning/ Building Staff is encouraged so that the Authority is aware of the proposal from the early stages of the project. Please contact **02 9714 7300** to organise.

**Names of SOPA Planning/ Building Staff (at least 2 officers) that you had a Pre-DA lodgement meeting with**

Date\*

**Part 4 Applicant details**

**Note:** The applicant must be the party responsible for the development proposal, e.g. the property owner, building owner, lessee of the land/building, event promoter/organiser/venue host (or a person authorised by the owner to lodge the application). A building contractor or consultant however cannot be the applicant unless the contractor/consultant is the owner/lessee of the land/building or event promoter/organiser/venue host. The Authority will deal only with the Applicant in the event of formal notifications regarding this application.

#Title*	#Given Name/s*	#Family Name*
<input type="text"/>	<input type="text"/>	<input type="text"/>

Organisation/Company Name (if applicable)

#Address\*

Line 1	<input type="text"/>		
Line 2	<input type="text"/>		
Line 3	<input type="text"/>	Postcode	<input type="text"/>

#Home Number	Business Number*	#Mobile Number*
<input type="text"/>	<input type="text"/>	<input type="text"/>

#Fax Number*	#Email Address*
<input type="text"/>	<input type="text"/>

Internet Address\*

Applicant Signature*	Date*
<input type="text"/>	<input type="text"/>

<b>Note:</b> If you are signing on behalf of a company please state capacity to the right	Capacity within the Company*
	<input type="text"/>

**# Please note that the information provided will be public information and will be placed on the Authority's website. Personal numbers should not be given if you do not wish these to be publicly available.**

**Part 5 Contact details**

**Note:** It is important that we are able to contact you (or a representative) if we need more information. Please give us as much information as possible. The Authority will deal only with the applicant or applicant's representative in the event of any query or communication regarding this application.

**Nominated Contact (please tick appropriate box)**

Applicant (as above)

Applicant Representative (please fill out details below)



#Title\*

#Given Name/s\*

#Family Name\*




Organisation/Company Name (if applicable)

#Address\*

Line 1

Line 2

Line 3

Postcode

#Home Number

Business Number\*

#Mobile Number\*




#Fax Number

#Email Address\*



Applicant Representative Signature\*

Date\*



**Note:** If you are signing on behalf of a company please state capacity to the right

Capacity within the Company

**# Please note that the information provided will be public information and will be placed on the Authority's website. Personal numbers should not be given if you do not wish these to be publicly available.**

**Part 6 Proposed development description**

**IMPORTANT – Please answer these questions**

Is the proposed development located on land that is, or is part of, a critical habitat?

Yes

No

Not Sure

Would the proposed development significantly affect threatened species, populations or ecological communities or their habitats?

Yes

No

Not Sure

**IMPORTANT – a written description must be provided of the type of development being proposed (e.g. alterations and additions to an existing building)**

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Cost of proposed development/works (AU \$)\*

**Note:** Cost of proposed development/works (Capital Investment Value) includes all costs necessary to establish and operate the project, including the design and construction of building works, structures, ancillary infrastructure, and fixed or mobile plant (excluding land costs and GST). For events, include an estimate of costs of holding the event, whether or not the event is a charity or otherwise.

**Part 7 Attachments (please mark box \* / ✓)**

**Note:** Please consult with a SOPA Planning Officer for any information below that you may require to be submitted as part of the application. **All plans must be appropriately referenced with a name, drawing number and date.** Plans are to be made available in electronic format via a CD Rom or USB Disk.

Plan of the Land\*

Three copies of the plan of the land indicating (where relevant):

- a) Site location, positioning, boundary dimensions, site area and north point;
- b) Existing vegetation and trees on the land;
- c) Location and uses of existing buildings on the land;
- d) Existing levels of the land in relation to buildings, roads and footpaths;
- e) Location and uses on sites adjoining the land.

Plan and details of the proposed development\*

Three copies of the plan and detailed specifications of the proposed development indicating (where relevant):

- a) The location, positioning, and dimensions of the proposed development or works in relation to the land's boundaries and adjoining development land;
- b) Proposed demolition works (including vegetation removal);
- c) Floor plans of proposed development showing layout, partitioning, room sizes and intended uses;
- d) Elevations and sections showing proposed external finishes and heights;
- e) Building perspectives, photomontages and material samples board;
- f) Proposed parking and vehicular circulation arrangements;
- g) Proposed landscaping and treatment of the land (including plant type and, height and maturity).

Statement of Environmental Effects (SEE)\*

A SEE including:

- a) A description of the existing environment;
- b) A description of the proposed development (construction and operation);
- c) Compliance with relevant Environmental Planning Instruments (EPI); and
- d) Potential environmental impacts and mitigation measures proposed to minimise potential impacts.

Other Supporting Information

The Authority may require/request additional supporting information, including, but not limited to, the following:

- a) Heritage Impact Statement;
- b) Ecological Impact Study;
- c) Traffic Impact Study/Management Plan;
- d) Building Code of Australia Assessment;
- e) Accessibility Assessment;
- f) Engineering Report(s);
- g) Noise/Acoustic Assessment;
- h) Solar/wind Assessment;
- i) Air Assessment.

**Note:** Applicants may choose to use the Authority's pro-forma Statement of Environmental Effects if the proposed development is less than \$1million and is of minor potential impact.

### Part 8 Land owners consent

If the applicant is not the land owner, the land owner must give consent for the application to be lodged.

Title	Given Name/s*	Family Name*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Land owner's signature*	Date*	
<input type="text"/>	<input type="text"/>	

**Note:** If SOPA is the land owner, arrangements should be made by the applicant for obtaining land owner's consent.

If SOPA is the landowner, are there any conflicts of interest and/or perceived conflicts of interest?

Yes  No

If yes, please explain under separate cover describe the conflicts of interest/perceived conflict of interest.

### Part 9 Applicant political donation

Have you, the Applicant, made a gift or political donation to a staff member of the Authority, a member of the SOPA Board or the Minister for Planning in the past two years?\*

Yes  No  If yes, please fill out the political donation declaration form

**Part 10 Checklist (please mark box \* / ✓)**

Use this check list to ensure you have covered **ALL** your development application needs.

- Pre lodgement meeting;
- Site address/location details;
- Applicant details;
- Contact details;
- Land owner's consent;
- Signed and dated form;
- Development description;
- Cost of works;
- Proposed development plans;
- Statement of Environmental Effects;
- Other supporting information;
- Applicant political donation declaration;
- Development application fees (refer to Attachment 2). Note: For the application to be accepted, the DA Fee must be paid; and
- Electronic copy of plans & supporting documents, including DA form, on CD Rom/USB Drive.

**Part 11 Lodgement details**

You can Lodge your completed application by

**Mail:** Sydney Olympic Park Authority  
Level 8, 5 Olympic Boulevard  
SYDNEY OLYMPIC PARK, NSW 2127

**In Person:** Sydney Olympic Park Authority  
Level 8, 5 Olympic Boulevard  
SYDNEY OLYMPIC PARK, NSW 2127



**Part 12 Copyright Disclaimer**

Sydney Olympic Park Authority (SOPA) may make all documents lodged/associated with this application publicly available on SOPA's website both during the assessment of this application and thereafter, and further SOPA may reproduce all such documents for any purpose associated with the exercise of its functions under the Environmental Planning & Assessment Act 1979 in respect of this application, and for the purpose of complying with its obligations under the Government Information (Public Access) Act 2009. By submitting this application, the applicant acknowledges that it will indemnify SOPA against all claims and actions in respect of a breach of copyright arising from any unauthorised use of any documents lodged/associated with this application.

**Attachment 1 – Development types**

<b>Type of development</b>	<b>Conditions</b>
<b>Designated development</b>	<ul style="list-style-type: none"> <li>• Development &lt; \$10 million;</li> <li>• Development listed in Schedule 3 of the <u>Environmental Planning and Assessment Regulations 2000</u>.</li> </ul>
<b>Integrated development</b>	<ul style="list-style-type: none"> <li>• Development &lt; \$10 million</li> <li>• Development that requires a permit/approval from another government body as listed in Section 91 of <u>the Environmental Planning and Assessment Act 1979</u>.</li> </ul>
<b>Local development</b>	<ul style="list-style-type: none"> <li>• Development &lt; \$10 million;</li> <li>• Development that requires consent under an Environmental Planning Instrument;</li> </ul>

**Attachment 2 – Fees & Charges**

Payment of any applicable fees in accordance with the Environmental Planning & Assessment Regulations 2000.

**Important Note:** The fees identified below are for guidance only and other fees and charges may apply – always check with the Authority before making a payment.

DA Fee is to be submitted by the applicant with the Development Application package. Refusal to pay the DA Assessment Fee will result in automatic refusal to accept the application in accordance with Clause 51 of the Regulations and it will be returned to the applicant.

The Authority may require a Quantity Surveyor's certificate as proof of estimated development costs.

Estimated cost (\$AU)	Maximum fee payable (\$AU)
<ul style="list-style-type: none"> <li>Up to \$5,000</li> </ul>	<ul style="list-style-type: none"> <li>\$110</li> </ul>
<ul style="list-style-type: none"> <li>\$5,001–\$50,000</li> </ul>	<ul style="list-style-type: none"> <li>\$170, plus an additional \$3 for each \$1,000 (or part of \$1,000) of the estimated cost.</li> </ul>
<ul style="list-style-type: none"> <li>\$50,001–\$250,000</li> </ul>	<ul style="list-style-type: none"> <li>\$352, plus an additional \$3.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000.</li> </ul>
<ul style="list-style-type: none"> <li>\$250,001–\$500,000</li> </ul>	<ul style="list-style-type: none"> <li>\$1,160, plus an additional \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.</li> </ul>
<ul style="list-style-type: none"> <li>\$500,001–\$1,000,000</li> </ul>	<ul style="list-style-type: none"> <li>\$1,745, plus an additional \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.</li> </ul>
<ul style="list-style-type: none"> <li>\$1,000,001–\$10,000,000</li> </ul>	<ul style="list-style-type: none"> <li>\$2,615, plus an additional \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.</li> </ul>
<ul style="list-style-type: none"> <li>More than \$10,000,000</li> </ul>	<ul style="list-style-type: none"> <li>\$15,875, plus an additional \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000.</li> </ul>

**Electronic Fee Payment Option.**

All direct payments/deposits need to be made to the following account:

Sydney Olympic Park Authority  
Westpac Bank  
BSB: 032 001  
Account: 203543

**Important: Payment Confirmation must be sent to:**

Fax: (02) 9714 7324 or [accountsreceivable@sopa.nsw.gov.au](mailto:accountsreceivable@sopa.nsw.gov.au).

Please state 'Development Application' and provide Applicant name and contact details in payment confirmation.