

**NOTES**

1. All documents must be supplied as an electronic copy on a USB or by email when lodging a S68 Application (including all written reports/statements and plans).
2. You must include all information requested on this form, as it applies to your application. Incorrect or incomplete details may lead to delays in processing your application.
3. At time of lodgement, Council will calculate application fees payable. Your application is not deemed to have been lodged until fees are paid.
4. By submitting this application, you consent to Council's Authorised Officers to enter the land to carry out inspections for the purpose of assessing and determining this application.
5. Any plans and details must comply with relevant requirements of the *Local Government Act, 1993* and Regulations and be to scale and show the following details if applicable:
  - location, boundary dimensions, site area and north point
  - the location and uses of existing buildings
  - proposed road, drainage and car parking
  - any other matters relevant to the determination of the application

If a development control plan or Council policy applies, any non-compliance with the normal requirement as specified in the plan or policy must be identified in the application and written justification given.

**Applicant Details**

Note: the applicant is the person responsible for making the application and need not be the owner of the land. The applicant is responsible for ensuring all the information provided is correct. All correspondence in relation to this application will be issued to the applicant as stated on this form.

Name/s (individual or company name in full)			
For companies, contact name			
Postal address			
ABN:			
	Suburb		
	State	Post Code	
Contact phone number			
Mobile number			
Email address			
Applicant's reference number			

**Property Details**

Unit/House No.	Street	Suburb	Lot	Section	DP/SP

## Estimated Development Cost

Estimated cost must include cost of materials (including fit out and fittings) and labour.

Development up to \$1 million must be calculated by a suitably qualified person\*. Development over \$1 million must be calculated by a registered quantity surveyor.

\*E.g. a builder licensed to undertake the proposed works, a registered architect, and qualified and accredited building designer, or a registered quantity surveyor.

\$

### Owner Declaration (enter details of all owners below)

- I am the sole owner of the development site (provide details below)
- There are multiple owners of the development site (provide details of all owners below, one per line)
- The owner is a Company (details below) and I am authorised under delegation to provide owner's consent - my name and role designation is:

Owner Name	Owner Address	Owner Email

**Owners Signature:**  
 Handwritten forms are required to be signed by all owners.  
 Where the form is completed in the editable PDF, a scanned copy of owners' signatures can be inserted.  
 Where an electronic signature is inserted, owners will be bound by that signature.

**Dated:**  
 If there are more than 3 owners, please provide the additional details on an additional sheet.  
Please be aware that it is a criminal offence to make a false declaration

### Applicant Declaration

I declare that all information submitted in this form and the attachments is accurate to the best of my knowledge

**Applicant's Signature:**

**Applicant's Name:**

Handwritten forms are required to be signed by all applicants.  
 Where the form is completed in the editable PDF, a scanned copy of applicants' signatures can be inserted.  
 Where an electronic signature is inserted, applicants will be bound by that signature.

**Dated:**

### Conflict of Interest

I am an employee/Councillor or relative of an employee/Councillor	No	Yes
If yes, state relationship		



## PRIVACY NOTIFICATION

Personal and private information supplied to Council is managed in compliance with the *Privacy and Personal Information Protection Act 1998*, *Government Information Public Access Act 2009* and Council's Privacy Management Plan.

The supply of information on this form is voluntary but it is required to process your application/request.

The Privacy Management Plan may be accessed on Council's website  
<http://www.singleton.nsw.gov.au/index.aspx?nid=418>

If you have any further enquiries concerning Privacy matters, contact Council's Privacy Officer on 02 65787290.

