



Pre-Planning Proposal **MEETING** Application Form

Date Lodged: _____ Fee Paid: \$ _____

Use this form to apply for a meeting with **Urban Planning and Heritage staff** to discuss your Planning Proposal before you lodge an application. Meetings will be arranged within 15 working days of the Pre-Planning Proposal Meeting Application being lodged. All meetings are for a maximum one hour. Applicants will be provided with minutes of the meeting containing issues discussed.

Two sets of all documentation as per Checklist, and one CD containing all documents are to be submitted with your application.

Fees must be paid at time of lodgement.

Lodgement

Phone: (02) 9424 0000

In person

Monday to Friday
8:30am to 4:30pm

Council Chambers
818 Pacific Highway
Gordon NSW 2072

Mail

Manager Urban Planning and Heritage
Strategy and Environment
(Planning Proposal)
Ku-ring-gai Council
Locked Bag 1006
Gordon NSW 2072

Note: if the application is incomplete or if you have not paid the correct fee it will delay your application.

**PLEASE USE BLACK INK TO COMPLETE THIS FORM
ALTERNATIVELY TYPE IN THE DETAILS**

1. Property Owner's Details

Name			
Postal address		Postcode	
Phone		Mobile	
Email			

2. Fees

Pre-Planning Proposal Meeting Application	Fee	✓
Major Amendments or Non Minor Amendments: Pre-Planning Proposal Meeting Application to discuss proposals seeking amendment/s to an LEP involving sites over 5000sqm in area, or sites with complex planning issues.	\$1,000.00	
Minor Amendments: Pre-Planning Proposal Meeting Application to discuss proposals seeking amendment/s to an LEP involving amendment/s including adding or removing a heritage item, or changing the wording of a clause, or adding or removing a use to a zoning table that does not require complex assessment or mapping changes.	\$500.00	
Note: 1. A follow up Pre-Planning Proposal Meeting will incur a fee of 30% of the original Pre Planning Proposal Meeting application fee. 2. The above charges are for 2015/16. For the latest charges view Council's website www.kmc.nsw.gov.au .		

3. Site Details

Site address		Total site area	
Lot & DP number		Current use of the site	
Description of proposed change		Statutory instrument	
		Current zoning	

4. Checklist

Have you:	✓	Have you:	✓
Referred to relevant statutory LEP document?		Included completed <i>Application Form</i> ?	
Included an overview of the Planning Proposal utilising the Department of Planning and Infrastructure's <i>A Guide to Preparing Planning Proposals</i> .		Included the <i>Information Checklist Sheet</i> from the Department of Planning and Infrastructure's <i>A Guide to Preparing Planning Proposals</i> ?	
Included the correct fee for the Meeting Application?		Included 2 copies of all documentation and CD?	

Signature: _____ **Date:** _____