



CUMBERLAND
COUNCIL

Auburn Service Centre

1 Susan Street, PO Box 118, Auburn, NSW 1835
Telephone: 8757 9000

Merrylands Service Centre

16 Memorial Drive, PO Box 42, Merrylands, 2160
Telephone: 87579000

Email: council@cumberland.nsw.gov.au **Web:** <http://www.cumberland.nsw.gov.au/>

OFFICE USE ONLY			
Fee Paid:	\$	Reference:	
Receipt No:		Receipt Date:	

ABOUT THIS FORM
<p>Use this form to submit a Planning Proposal request that seeks an amendment to the <i>Auburn Local Environmental Plan 2010</i>, <i>Holroyd Local Environmental Plan 2013</i> or <i>Parramatta Local Environmental Plan 2011</i>.</p> <p>Planning Proposal applications must be prepared in accordance with the GUIDE TO PREPARING PLANNING PROPOSALS and GUIDE TO PREPARING LOCAL ENVIRONMENTAL PLANS. The guides are released by the Department of Planning and are available at: http://www.planning.nsw.gov.au/Plans-for-Your-Area/Local-Planning-and-Zoning/Resources</p> <p>Note: Council will not accept the Planning Proposal request for assessment until all required documentation is provided in full by the applicant to the satisfaction of Council and all applicable fees are paid.</p>

HOW TO LODGE THE PLANNING PROPOSAL REQUEST	
<p>Applicants are required to contact Council's Strategy Unit through Cumberland Council's Customer Service on 8757 9000 and make an appointment with a Strategic Planning Officer for the Planning Proposal request to be reviewed prior to being accepted for lodgement. Note: Planning Proposal requests received by email or fax are not accepted.</p>	
Come to the Auburn Customer Service counter at:	<p>1 Susan Street, Auburn, NSW, 2141</p> <p>Please note: Planning Proposal requests can only be lodged in the Auburn Customer Service Centre.</p>
Address cover letter to:	The General Manager, Cumberland Council PO Box 42, Merrylands, 2160
Contact us by Phone on:	8757 9000 (and ask to speak to a member of the Strategic Planning team)
Email/Web:	Email: council@cumberland.nsw.gov.au Web: http://www.cumberland.nsw.gov.au/
Opening Hours:	Auburn Customer Service Centre 8.00am - 4.30pm Monday to Friday (we recommend coming in half an hour prior to closing)
Payment Method	Payment is by cheque only. (Please make cheques payable to Cumberland Council)
Fees	Please contact Council's Strategic Planning Unit for the fee prior to lodgement and refer to Council's current Schedule of Fees and Charges on Council's website: http://www.cumberland.nsw.gov.au/

LOCATION & PROPERTY DESCRIPTION

This will enable correct identification of the land. Where possible, please indicate the correct Lot and DP or SP for land to which the Planning Proposal applies. For large sites it is acceptable to describe the site location by physical address or by attaching a separate sheet with full property description.

Address:		
Lot & DP/SP:		

DESCRIPTION OF PLANNING PROPOSAL

Provide a brief description of the objective the Planning Proposal seeks to achieve	

PROPONENT DETAILS

All correspondence relating to the Planning Proposal will be sent to this address.

Name(s):			
Company (Name + ABN)			
Address:			
Suburb:		Postcode:	
Phone:		Fax:	
Mobile:		Contact Person:	
Email:			
Applicant's Signature(s):			

DISCLOSURE COMPANY DIRECTOR AND SECRETARY INFORMATION

The names and positions of all company directors and secretaries are to be provided (Required for land owning companies only)

OWNERS CONSENT

- Must be signed by the owner/s of land to which the Planning Proposal request applies. If more than one person owns the land, every owner must sign.
- If the land owner is a company or owner's association, eg. Body Corporate, this Planning Proposal Request – Lodgement Form should be signed by a director or secretary UNDER COMMON SEAL. Alternatively, a letter signed by an authorised representative consenting to the Planning Proposal Application is be provided.

As owner of the land to which this Planning Proposal request relates, I consent to this application. I also give consent for authorised Council officers to inspect the land, take photographs, videos, surveys and measurements.

Owner Name:			
Postal Address:			Postcode:
Phone (Home):	Phone (Work):		Mobile:
Signature:			Date:

If you are signing on the owner's behalf as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence.

Name(s):	
Authority	<i>e.g. power of Attorney, Executor, Trustee, Company Director</i>
Signature(s):	

DISCLOSURE OF POLITICAL DONATIONS & GIFTS

<p>Do you wish to disclose a political donation or gift to or for the benefit of a political party, an elected member, group, candidate, local councillor or council employee in the Cumberland Council area?</p> <p>You may be required to make a formal disclosure pursuant to section 10.4 of the Environmental Planning and Assessment Act 1979 (EP & A Act).</p>	<input type="checkbox"/> Yes <p>Note: If YES, please complete and attach a <i>Political Donations and Gifts Disclosure Statement</i> form.</p> <p>www.cumberland.nsw.gov.au/sites/default/files/2017-10/political-donations-cumberland.pdf</p>	<input type="checkbox"/> No
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DECLARATION (Applicant to complete)

I/We the undersigned hereby submit this Planning Proposal Request – Lodgement Form and accompanying documents to seek an amendment to the *Auburn Local Environmental Plan 2010, Holroyd Local Environmental Plan 2013 or Parramatta Local Environmental Plan 2011.*

- I understand that:
- if incomplete, Council may refuse to accept the Planning Proposal request or it may be delayed or rejected.
 - more information or payment of additional fees (as per Council's adopted fees & charges) may be requested during the assessment of the Planning Proposal request.
- I give consent for authorised Council officers to inspect the land, take photographs, videos, surveys and measurements.

Name(s):	
Signature(s):	Date:

PRIVACY POLICY

Some of the information that Council is collecting from you in this form is 'personal information' for the purposes of the *Privacy & Personal Information Protection Act 1998 ("PIPA Act")*. The supply of the information by you is voluntary. If you do not provide the information, Council will be unable to process your planning proposal request. Council is collecting this personal information from you in order to process your request in accordance with the *Environmental Planning & Assessment Act 1979*. You may make an application for access or amendment to your personal information. The information will be retained by Council and stored in a register that can be viewed by the public at any time in accordance with the *Local Government Act 1993*. Your planning proposal request may be advertised to the public for comment, in accordance with Council policies and relevant legislation. You may make a request that Council suppress your personal information from a public register in accordance with the PIPA Act. For more information about your privacy please contact Cumberland Council.