



# Application Guide

**Cessnock City Council**

## Information for the Preparation and Submission of A Development Application For a Commercial Vineyard

Prior to reading this document you should acquaint yourself with the Development Application process. Please see the Building and Development Frequently Asked Questions page of Council's web site or read the brochure "*So you're considering building or developing in Cessnock City?*".

This Development Application Guide has been designed to assist you in the preparation and submission of a Development Application for a Commercial Vineyard. It is designed to help ensure that all relevant information is submitted so that your application can be assessed as quickly as possible.

**A checklist is provided that must be signed and submitted  
with your application.**

This Development Application Guide for Commercial Vineyards is believed to be a true and correct representation of extracts from Council's requirements in regard to the development of buildings. The information contained within this document is to be used only as a guideline and for further information you are advised to speak to one of Council's Customer Service Staff in the first instance or Council's Development Assessment Officers.

## Frequently Asked Questions - Commercial Vineyard

### What is a commercial vineyard?

A plantation of grape vines, commercially grown for grape or wine production purposes.

### What is a Development Application and do I need one?

Cessnock City Council is the approval body for all development within the Cessnock City Local Government Area. This means that you must gain Council's approval before you proceed with a proposal. The process ensures that your proposal meets the community's standards for the area in which you are developing.

A Development Application is an application for Council to consider your proposal for development. The Application Form and accompanying documentation provide Council Officers with the information required to consider if your proposal meets the legislative and Council requirements.

Yes, you do need to submit a Development Application to Council if you wish to plant a Commercial Vineyard and are located in the RU4 Primary Production Small Lots Zone under Council's Local Environmental Plan, 2011.

### What is a Construction Certificate and do I need one?

A Construction Certificate is issued to verify that the proposed works comply with the development consent. A Construction Certificate is required for many types of building and development.

A Construction Certificate is **not** required for the establishment of a Commercial Vineyard.

### What is Complying Development?

Complying development is a fast track approval system for low impact forms of development that meet predetermined criteria. It is routine development that may be carried out with consent provided it strictly meets certain criteria. The criteria that a development must meet are set in Council's Complying Development Policies. An approval is called a Complying Development Certificate (CDC) and it may be obtained from either Council or an accredited certifier.

CDC's are designed to give the well informed building designer and applicant the opportunity to gain a fast approval for some proposed works of a routine nature in appropriate areas and land-use zones.

The CDC application must be determined within one week. This is achievable because the designer and applicant should have already verified that the proposal is 'complying development'. They have spent the time and resources verifying compliance, not the Council, hence the guaranteed 7-day turnaround and lower fees. Applicants and building designers should verify that any proposal is in fact complying development before lodgement with Council. If it is not complying development it may still be permissible via the normal Development and Construction Certificate Application process.

While a person may carry out a use or activity specified in Council's Complying Development Policies as complying development, nothing prevents a person from applying for local development consent and construction certificate to carry out that use or activity.

## What must I submit with my application?

When submitting your application you must have a completed application form, all required copies of plans and reports as set out in the *Development Application Document Checklist for Commercial Vineyards* (attached to this guide) and a completed and signed checklist. **The checklist is attached to this application guide and must be completed, signed and submitted with your application form and documentation.**

Applicants are required to submit a Statement of Disclosure of Political Donations and Gifts if they have made a donation or gift to a Councillor or Council staff member in the two years prior to submitting the DA.

You are also obligated to submit to Council a Statement of Disclosure within 7 days of making a donation or gift up until the date that the Development Application is determined.

For more information regarding disclosures of Political Donations and Gifts and to obtain a Disclosure Form visit Council's website or Council's Customer Service Centre.

## Can I submit an electronic copy of my documentation?

Council will still require a hard copy of your application as outlined in the Development Application Document Checklist for Commercial Vineyards, however, you can also submit documentation electronically either on CD or via email throughout the assessment process, as well as on CD in conjunction with your initial application.

If you are intending on submitting electronic copies of plans please note that Council's preferred file format is TIF and, where practicable, ensuring the file size is under 10 megabytes.

## How detailed do my plans have to be?

The requirements for your plans are specified in the Development Application Document Checklist for Commercial Vineyard.

## What is a Statement of Environmental Effects (SoEE)?

This is a statement generally in the form of a letter, report or by completing Council's standard SoEE form. The SoEE describes the proposed development and details how the proposal will affect various aspects of the Environment. Council's SoEE Standard Form is attached to the Development Application Form. The SoEE Standard Form is suitable for simple developments and should be expanded on where appropriate.

## What is an '88B Instrument'?

An '88B Instrument' is a document under Section 88B of the Conveyancing Act, 1919. The Instrument sets out the terms of any easements, restrictions or positive covenants in relation to the use of the land. Should your property be affected by an easement, right of carriageway, covenant etc., Council will consider the requirements specified within the 88B Instrument as part of the assessment of your application. In order to minimise any delays in this regard it is important that you are aware of any restrictions that may affect your lot.

## Is there an 88B Instrument which will affect my property?

Details of an 88B Instrument affecting your property can be determined with a title search. Typically a title search is undertaken by your conveyancer when purchasing the property. The title search will identify which Deposited Plan will have details of any 88B Instrument. Deposited Plans are registered with NSW Land and Property Information.

### **Will my neighbours be notified of my application?**

Generally your neighbours will be notified. Notification is undertaken in accordance with Cessnock Development Control Plan 2010—Chapter B.2, which can be found on Council's website or by visiting Council's Customer Service Centre.

### **What is a DCP?**

A Development Control Plan (DCP) is a document that contains planning controls that are specific to a particular area/subject within the Local Government Area. It provides detailed information on the scope of development and guidance to those wishing to design a development and submit a development application (eg setbacks, building height, open space, waste management, energy efficiency). The designer of your development must be aware of the relevant provisions of the applicable DCP's. A 149 Certificate will allow you to see what DCP's specifically apply to your property.

DCP 2010—Part E Chapter 3 Vineyards District provides you with all of the relevant information in relation to planting a Commercial Vineyard. You must address all of the relevant sections in the DCP when lodging your application.

### **Is there a specific DCP I need to comply with when establishing a new or expand an existing Vineyard?**

Yes, you need to comply with DCP 2010—Part E Chapter 3 Vineyards District.

### **What is a 149 Certificate?**

A 149 Certificate is a planning certificate issued under Section 149 of the Environmental Planning and Assessment Act, 1979. Planning certificates give information on the development potential of a parcel of land including the planning restrictions that apply to the land on the date the certificate is issued. You can apply to Council for a 149 Certificate.

Planning Certificates are attached to contracts for the sale of land and copies can be obtained from your conveyancer or solicitor.

There are two different types of 149 Certificate. A 149(2) certificate is the most common. A 149(5) is more expensive but may contain other information considered relevant.

### **What is a Council Policy?**

Council also uses a policy framework to control development. Policies are used for very specific issues facing the community within Cessnock. Information on policies can be found by visiting Council's Customer Service Centre or Council's website. The applicability of any policy may not be determined until a thorough assessment of a development application is undertaken.

### **Can I clear areas designated native vegetation corridors?**

NO, you cannot clear areas designated native vegetation corridors, as identified in DCP 2010—Part E Chapter 3 Vineyards District .

### **What do I do if I need to clear vegetation for the Commercial Vineyard?**

You must provide details of the proposed locations for replanting and other requirements as outlined in Section 3.3.3 of DCP 2010—Part E Chapter 3 Vineyards District. Council has a Principal of 'no net loss of vegetation' in the Vineyards District whereby if Council grants consent to the removal of tree/shrub vegetation it will require the re-establishment of equivalent amounts of vegetation.

### **Do I need consent to establish a new or expand an existing Vineyard?**

On land zoned RU4 Primary Production Small Lots you need to lodge a development application and gain approval from Council if you wish to establish a new vineyard or expand an existing vineyard.

On land zoned RU2 Rural Landscape, the establishment of a new or expand an existing vineyard does not require the consent of Council.

You can determine the zoning of your land on Council's website under "Online Mapping" - "Zoning Maps" or at Council's Customer Service Centre.

### **Do I need consent to replant vine that have been grubbed (pulled out)?**

Consent is not required where replanting is carried out within 5 years of the date of removal. In circumstances where vines are grubbed and replanting is to occur within a 5 year time frame, the proponent must advise the Council of their intentions so that a record can be taken.

### **What setbacks do I require for my vines?**

New vineyards are to be setback 50m from a property boundary where no existing or approved public place developments or dwelling houses are located on adjoining or adjacent land.

New vineyards are to have a minimum setback of 100m from an existing or approved public place development or dwelling house on adjoining or adjacent land.

New vineyards are to have a minimum separation distance of 80m (which incorporates a vegetation chemical spray drift buffer of 30m depth) from an existing or approved public place development or dwelling house on adjoining or adjacent land.

For a vineyard where an existing commercial vineyard exists or is approved on adjoining properties, a separation distance/vegetation chemical spray drift buffer is not required between the neighbouring commercial vineyards for the purposes of chemical spray drift impact.

## Instructions for Completing the Application Form

### **PLEASE NOTE:**

It is important to remember -

- In order to minimise processing time, applications must be clear, legible and contain correct and accurate information.
- Please complete the application form in either black or blue pen.
- An incomplete application form may result in the application not being accepted. If, after reading this guide, you are still unsure as to how to answer a question on the application form, please contact Council's Customer Service Centre for advice.
- Should you require more space than is provided, attach additional pages and note on the form that you have done so.
- Plans detailed on graph paper, lined paper or in pencil **will not** be accepted.
- The consent of **ALL** owners or a company seal must be obtained before an application can be accepted.

## Part 1—Application and Site Details

### Question 1—Applicant Details

Council will only communicate with the applicant. All correspondence will be posted to the address supplied by the applicant.

### Question 2—Location of Property

List all properties subject to the application. If you require more space, note on the form that you have attached additional information. The Lot Number, Section and DP/SP is obtainable from your Rates notice or contact Council's Customer Service Centre.

Special access requirements include details of any issues that will affect council Officer access to the property ie dogs, locked gates and how to access the key etc.

### Question 3—Owner's Consent

You must provide the details and signatures of all owners. It is a common mistake to submit an application with only one signature when there are several registered owners of the property (eg Mr Smith's signature only supplied when property is registered to Mr & Mrs Smith). Council cannot accept the application without the signatures of all owners.

There is a six to eight week delay from the date of settlement to when Council is notified of a change of ownership. If you have only just purchased the property and Council has not yet been notified of the change of ownership you will need to provide proof of ownership. This can be a solicitor's letter stating that settlement took place, the date of settlement and the new owner's name/s or a copy of the new certificate of title. Contact Council's Customer Service Centre if you are concerned.

If the property is owned by a Company the application must be signed by either two Directors; or one Director and the Company Secretary; or one Director or Company Secretary and accompanied by the company seal. In the case of a company with a Sole Director, the signature of this Director will be sufficient. In all cases, please detail the title of each signatory on the application eg Sole Director.

If the property is within a strata then the consent of the strata management is necessary.

In the case of Crown Land the owners consent must be signed by an Officer of the Department of Lands authorised for these purposes.

#### Principal Certifying Authority

If you are completing a combined DA/CC application form or a CC form, there is an additional declaration asking if the owner has read, understands and agrees to the PCA Service Agreement Specification and consents to the appointment of Council as the PCA. A copy of the PCA Service Agreement Specification can be obtained from Council's Customer Service Centre or from Council's web site.

### Question 4—Application Type

Tick boxes as appropriate. If you are not sure your proposed development meets the complying development criteria you will need to submit a development application—tick **No**.

## Part 2—Development Details

If your application is for a Development Application or Complying Development, complete this part of the form. If your application is for a Construction Certificate Only, go to the next Section.

### Question 5—Description of development

For a 'commercial vineyard' tick "use of land/building".

### Question 6—Septic Tank Approval

If the application is for a Commercial Vineyard only, then this question does not need to be completed.

### Question 7—What is the gross floor area of the proposed buildings

If the application is for a Commercial Vineyard only, then this question does not need to be completed.

### Question 8—Estimated cost of work

Provide the estimated market cost of the development, labour and materials or the contract price. Include GST in all calculations. Council may seek justification of the estimated cost from a builder.

### Question 9—Integrated Development

Integrated development is development that requires licences or approvals from State Government Departments. Most applications for Commercial Vineyards are not integrated. To determine if your application is integrated Council has provided a checklist. "Is your application an integrated development?" can be found in the Frequently Asked Questions section of Council's Building and Development web page or ask the Customer Service Centre for a brochure.

If your application is integrated, list the Government Department/s and the relevant section of the Act on your application form. These can be easily found on the checklist. You will need to provide Council with a \$250.00 cheque (payable to the relevant Government Department) for each licence or approval required. Council will forward your application and your payment to the appropriate Government Department for approval prior to determining your application.

### Question 10—Critical Habitat & Threatened Species

Answer Yes or No as appropriate.

Should the proposed development require clearing, a Flora and Fauna Assessment in accordance with Cessnock Development Control Plan 2010—Chapter C.2 and the Threatened Species Conversation Act 1995 may be required. For further information visit Council's website or Council's Administration Building to discuss your proposal with a Duty Officer.

### Question 11—Staged Development

If you wish to plant the Commercial Vineyard in stages, answer yes and provide details of the staging in your application.

### **Question 12—Principal Certifying Authority**

If the application is for a Commercial Vineyard only, then this question does not need to be completed.

### **Question 13—Notification of Commencement**

If the application is for a Commercial Vineyard only, then this question does not need to be completed.

## **Part 3—Construction Certificate Details**

If your application is for a Development Application only, go to the Checklist and Declaration Section.  
If your application is for a Construction Certificate, complete this Section.

### **Question 14—Development Consent**

This question is not relevant to a Commercial Vineyard.

### **Question 15—Description of Development**

This question is not relevant to a Commercial Vineyard.

### **Question 16—Estimated Cost of Work**

This question is not relevant to a Commercial Vineyard.

### **Question 17—Who will be doing the work?**

This question is not relevant to a Commercial Vineyard.

### **Question 18—What is the area of the land?**

This question is not relevant to a Commercial Vineyard.

### **Question 19—What is the gross floor area of the existing buildings?**

This question is not relevant to a Commercial Vineyard.

### **Question 20—What is the gross floor area of the proposed buildings?**

This question is not relevant to a Commercial Vineyard.

### **Question 21—What is the building site presently used for?**

This question is not relevant to a Commercial Vineyard.

#### **Question 22—What will the proposed building be used for?**

This question is not relevant to a Commercial Vineyard.

#### **Question 23—How many dwellings will there be?**

This question is not relevant to a Commercial Vineyard.

#### **Question 24—Will the new building be attached to an existing building?**

This question is not relevant to a Commercial Vineyard.

#### **Question 25—Will the new building be attached to another new building?**

This question is not relevant to a Commercial Vineyard.

#### **Question 26—Does the site contain a dual occupancy?**

This question is not relevant to a Commercial Vineyard.

#### **Question 27—How many storeys will be in the building?**

This question is not relevant to a Commercial Vineyard.

#### **Question 28—Building Materials**

This question is not relevant to a Commercial Vineyard.

### **Part 4—Checklist and Applicant's Declaration**

All of the documents detailed in the DA Document Checklist for Commercial Vineyards (attached to this Guide) must be provided with your application. Detach the checklist from the Guide, tick off that each document provides the stated detail and that you have provided the correct number of copies for each document, sign the last page of the document checklist and submit this with your application form.

If you do not provide the required documentation of an acceptable standard your application will not be accepted.

Site inspections are carried out prior to the assessment of any application. As a result of this inspection further information is sometimes required. A Council Officer will contact you soon after the initial inspection if this is the case.

#### **Question 29—Applicant's Declaration**

Please read the declaration carefully and have all applicants sign and date the application form.

## Part 5—SoEE Standard Form

A Statement of Environmental Effects is to be submitted with all Development Applications other than 'designated development' or proposals having negligible environmental impact, eg Internal alterations. You must complete this form as a part of your Development Application for a dwelling.

If a **'YES'** answer is given to any of the questions, you must provide details of the likely impact(s) and the proposed means of mitigating or reducing such impact(s).

The Statement of Environmental Effects form is not exhaustive and is only suitable for simple routine developments. It should be expanded on where appropriate or a full Statement of Environmental Effects Report should be submitted. If insufficient space has been provided, attach additional pages.

## How to Lodge This Application

Various methods for lodging your application are listed.

Application fees must be paid at the time of lodgement. If you wish to pay by credit card and are not submitting the application in person, please use the section provided on the front of the form for your credit card details. A quote for fees may be obtained by contacting Council's Customer Service Centre.

# Cessnock City Council Development Application Document Checklist Commercial Vineyards

The following information is required as part of your Development Application. Additional information may be relevant to your specific application. If you have ticked any of the 'not applicable' boxes, please discuss with a Customer Service Officer.

This checklist must be completed, signed and submitted with your development application.

REQUIRED		Applicant		Office Use Only		
		Yes	N/A	Yes	No	N/A
1 x	<p><b>COMPLETED APPLICATION FORM (1 Copy)</b></p> <p>The original completed application form must be submitted with the application.</p>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
1 x	<p><b>COMPLETED DISCLOSURE OF POLITICAL DONATIONS AND GIFTS FORM (1 Copy)</b></p> <p>A Disclosure of Political Donations and Gifts Form must be submitted if you or an associate have made a political donation or gift to a Councillor or council employee during the two (2) years prior to submitting the application.</p> <p>Further information regarding Political Donation and Gift Declarations and the Declaration Form can be obtained from Council's website at <a href="http://www.cessnock.nsw.gov.au">www.cessnock.nsw.gov.au</a> or from Council's Customer Service Centre.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 x	<p><b>STATEMENT OF ENVIRONMENTAL EFFECTS (6 Copies) (required for DA)</b></p> <p>A Statement of Environmental Effects is a written statement that describes the proposed development and states whether the proposal complies with the City's planning controls. It should also explain the likely impacts of the proposed development both during and after establishment and how these impacts will be minimised.</p> <p>The statement, in appraising the suitability of land for development, should also detail (where applicable):</p> <ul style="list-style-type: none"> <li>• Flooding, drainage, land slip, soil erosion, mine subsidence, bushfires and any other risks</li> <li>• Effect on the landscape, streetscape, national park or scenic quality of the locality</li> <li>• Impact on existing and future amenity of the locality</li> <li>• Social effects and economic effects</li> <li>• Anticipated impact of noise levels to the site locality</li> <li>• Effect on historical and archaeological aspects</li> <li>• Effect on flora and fauna—any vegetation to be removed</li> <li>• Non-compliance with the planning controls</li> <li>• Any special circumstances</li> </ul> <p>NOTE—Other matters may be relevant depending upon the nature of the development proposal.</p>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

REQUIRED		Applicant		Office Use Only		
		Yes	N/A	Yes	No	N/A
	<p><b>PLANS (required for DA)</b> Plans include the site plan, floor plan, elevations and sections. Plans must be drawn to scale in ink and <b>must</b> be supplied on A3 size paper, except where the complexity of the detail requires larger paper. Free hand, single line or illegible drawings can not be accepted.</p> <p>The following information should be included on all plans and documents:</p> <ul style="list-style-type: none"> <li>• Applicant's name, block/house/street number, street/road name, town or locality.</li> <li>• Lot Number, Section Number, DP/SP Number</li> <li>• Measurements in metric</li> <li>• The position of true north</li> <li>• Building or parts of building to be demolished to be indicated in outline</li> <li>• Designer's/architect's name and date</li> <li>• Date of plan or revision date</li> </ul> <p>For alterations and additions, plans are to be suitably marked to differentiate between existing and proposed work.</p>					
1 x	<p><b>INTEGRATED DEVELOPMENT PLANS</b> For Integrated Development <b>an additional 1 set per Authority of all plans and documents are required.</b> All information is referred to the relevant Authority for comment.</p> <p>Contact Council's Customer Service Centre if you are unsure as to whether your proposal is an Integrated Development.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED		Applicant		Office Use Only		
		Yes	N/A	Yes	No	N/A
6 x	<p><b>SITE PLAN (6 Copies)</b></p> <p>A site plan is a birds-eye view of the existing and proposed development on the site and its position in relation to boundaries and neighbouring developments.</p> <p>A site plan should include:</p> <ul style="list-style-type: none"> <li>• Drawings to a suitable scale (ie 1:100, 1:200 OR 1:500)</li> <li>• The proposed location of the new or expanded commercial vineyard having regard to spraying requirements in DCP 2010—Part E Chapter 3 Vineyards District surrounding land uses and natural features.</li> <li>• All existing and proposed building/structures must be shown</li> <li>• Location of any existing and proposed fences and landscaping.</li> <li>• Location of any easements</li> <li>• Location of any adjoining owners buildings adjoining your development</li> <li>• Location of vehicle access and car parking (indicating extent of cut and fill and gradients)</li> <li>• Location of any dams, creeks or watercourses</li> <li>• Location of drainage facilities/services (existing and proposed)</li> <li>• Trees/vegetation to be removed—details of location, type and number of trees and shrubs.</li> <li>• In the case of an application seeking to remove trees and shrubs, details of the proposed locations for replanting and other requirements are outlined in Section 3.3.3 of DCP 2010—Part E Chapter 3 Vineyards District .</li> <li>• An analysis of soil type to demonstrate likely erosion characteristics.</li> <li>• An analysis of slope characteristics and topography of the land in order to establish the likelihood of erosion and soil movement.</li> <li>• Water harvesting and management details as outlined in Section 3.3.7 of DCP 2010—Part E Chapter 3 Vineyards District .</li> <li>• Proposed cut and fill levels for proposal</li> <li>• Contours to AHD (existing and proposed)</li> <li>• Location of sediment controls, waste enclosures and stock piles</li> <li>• Location of any safety/construction fencing</li> </ul>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

<b>REQUIRED</b>		<b>Applicant</b>		<b>Office Use Only</b>		
		<b>Yes</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
<b>6 x</b>	<p><b>LANDSCAPING PLAN (6 Copies)</b> <b>(required for DA)</b></p> <p>A Landscaping Plan should include:-</p> <ul style="list-style-type: none"> <li>• Description of ground preparation, arrangement and nomination of plantings, procedures and ongoing maintenance</li> <li>• Location and type of any trees to be removed</li> <li>• Schedule of plantings cross-references to site plan indicating species, massing and mature height—in accordance with Cessnock DCP 2010—Part E Chapter 3 Vineyards District</li> <li>• Erosion and sedimentation control measures to be undertaken during and after construction</li> <li>• Name of Landscape architect or Consultant</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>10 x</b>	<p><b>NOTIFICATION PLANS (10 Copies)</b> <b>(required for DA)</b></p> <p>Ten A4 copies of the site plan must be supplied for notification purposes (these must be legible).</p>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
<b>6 x</b>	<p><b>HERITAGE REPORT (6 Copies)</b> <b>(required for DA)</b> <b>(only where proposal involves heritage items within a conservation area or is in the vicinity of a heritage item)</b></p> <ul style="list-style-type: none"> <li>• This statement must be prepared by a suitably qualified person (ie Heritage architect/planner) in order to assess the impact of the proposed works on the heritage significance of the building.</li> <li>• Applications adjoining or in the vicinity of a heritage item should have an assessment addressing the impact upon the adjoining heritage item (Refer to clause 5.10 of Cessnock Local Environmental Plan 2011) in their Statement of Environmental Effects.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED		Applicant		Office Use Only		
		Yes	N/A	Yes	No	N/A
6 x	<p><b>FLORA AND FAUNA ASSESSMENT</b></p> <p><b>Seven (7) Part Test (6 Copies)</b></p> <p>The flora and fauna survey aims to document the presence, or likely presence of flora and fauna species, populations and communities on a parcel of land, and assess the impact of a proposed development or activity on it.</p> <p>To determine if a Seven (7) Part Test is required on the parcel of land you wish to develop, it is recommended that you refer to Cessnock DCP 2010—Chapter C.2 Flora and Fauna Survey Guidelines (Lower Hunter &amp; Central Coast Region) and/or speak to a Duty Officer.</p> <p>Applicants are required to submit a report prepared in accordance with Section 5A of the Environmental Planning and Assessment Act, 1979.</p> <p>The 7 Part Test must be prepared by a suitably qualified/experienced accredited person.</p> <p>Council and the Department of Environment and Conservation can be contacted for additional information.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Species Impact Statement (SIS) (6 copies)</b></p> <p>The SIS is required if an Seven (7) Part Test identifies that a <b>significant</b> effect on threatened species, populations, ecological communities, or their habitats is likely from a development.</p> <p>Applicants are required to submit a report prepared in accordance with Section 110 of the Threatened Species Act 1995.</p> <p>The SIS must be prepared by a suitably qualified/experienced accredited person.</p> <p>Council and the Department of Environment and Conservation can be contacted for additional information.</p>					

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**Signature of architect/person preparing plans**  
**Confirmation of submission of all required documentation and plans**