



Date received:

Reference No.

LODGEMENT

Instructions to users

This form is to be completed if you wish to request an independent review related to plan-making under Part 3 of the *Environmental Planning and Assessment Act 1979*. A review can be requested at pre-Gateway stage and following a Gateway determination. This form relates to pre-Gateway review requests.

A **pre-Gateway review** can be sought before a planning proposal has been submitted to the Department of Planning and Infrastructure (department) for a Gateway determination and in the following circumstances:

- a) the council has notified the proponent that the request to prepare a planning proposal is not supported; or
- b) the council has failed to indicate its support 90 days after the proponent submitted a request, accompanied by the required information.

Before lodging a request for review, it is recommended that you consult the Planning Circular '*Delegations and independent reviews of plan-making decisions*' and '*A guide to preparing local environmental plans*', which can be found on the department's website www.planning.nsw.gov.au. The guide gives a step-by-step explanation of the review procedure and submission requirements.

To ensure that your request for review is accepted, you must:

- complete **all** relevant parts of this form
- submit **all** relevant information required by this form, including the **initial fee**.
- provide **one hard copy** of this form and required documentation
- provide the form and documentation in **electronic format** (e.g. CD-ROM)

Note: Requests for review will not proceed to initial assessment stage unless the correct fee is provided.

The department may request further information if your request for review is incomplete or inadequate.

All requests **must be lodged** with the department's relevant Regional Office. Please refer to www.planning.nsw.gov.au for contact details.

PART A – APPLICANT AND SITE DETAILS

A1 – Applicant Details

Principal contact

☐ Mr ☐ Ms ☐ Mrs ☐ Dr ☒ Other

First name

Family name

Name of company (N/A if an individual)

Street address	Unit/street no.	Street name		
	Level 2	490 Crown Street		
Suburb/town	Suburb/town		State	Postcode
	Surry Hills		NSW	2010
Postal address (or mark 'as above')	PO Box or Bag	Suburb or town		
State	State	Postcode	Daytime telephone	Fax
			93809911	93809922
Email	Email			Mobile
smcdonald@sjb.com.au				

A2 – Site Details

Identify the land that is to be the subject of the planning instrument and for which you seek a review

Unit/street no.	Street name	
815	Pacific Highway	
Suburb/town	State	Postcode
Chatswood	NSW	2067

NAME OF THE SITE

REAL PROPERTY DESCRIPTION

Lot 1 DP 547585

*The **real property description** is found on a map of the land or on the title documents for the land. If you are unsure of the real property description, you should contact the Department of Finance and Services, Land and Property Information. Please ensure that you place a forward slash (/) to distinguish between the lot, section DP and strata numbers. If the proposal applies to more than one piece of land, please use a comma (,) to distinguish between each real property description.*

PROVIDE DETAILS OF ALL AFFECTED LANDOWNERS WHERE THEY ARE NOT THE DIRECT APPLICANT

HAVE ALL OWNERS OF LAND TO WHICH THIS PROPOSED INSTRUMENT APPLIES BEEN NOTIFIED?

- ☒ Yes
☐ No
☐ Some have but not all
☐ N/A (Applicant is owner)

Note: If some land owners, but not all, have been notified, list below those notified:

CURRENT ZONING OF THE LAND AT THE SITE

Commerical Core B3

CURRENT LAND USE AT THE SITE

Office building and retail

PART B – REASON FOR REVIEW AND THE PLANNING PROPOSAL

B1 – Reason for Pre-Gateway Review and the Relevant Planning Authority (RPA)

Indicate below the reason for seeking a pre-Gateway review. A review can only proceed if either of these two circumstances has occurred.



The council has confirmed in writing that the request to prepare a planning proposal is not supported. Confirmation dated 22 July 2015



The council has failed to indicate its support 90 days after the proponent submitted a request, accompanied by the required information.

Indicate below whether the request to prepare a planning proposal was submitted to the council prior to November 2012?

- ☐ Yes Date:
☒ No

Note: If you have answered 'yes' to the above question, please note that a review can only be sought where the supporting information accompanying the request is less than two years old.

Note: If you have answered 'no' to the above question, please note that a review request accompanied by information that is more than 2 years old, may, but will not normally, be considered.

NAME OF THE LOCAL GOVERNMENT AREA

Willoughby City Council

CONTACT DETAILS OF THE RELEVANT OFFICER AT RPA / COUNCIL

Noni De Carvalho 97777645 Noni.DeCarvalho@Willoughby.nsw.gov.au

B2 – The Proposed Instrument

DESCRIPTION OF PROPOSED INSTRUMENT

Local Environmental Plan

LOCAL ENVIRONMENTAL PLAN (LEP) TO BE AMENDED BY THE PROPOSED INSTRUMENT

Willoughby Local Environmental Plan 2012

IS THE LEP TO BE AMENDED (ABOVE) A STANDARD INSTRUMENT LEP?

☒ Yes

☐ No

INFORMATION REQUIREMENTS

Pre-Gateway review requests will not be expected to be supported by as much information as what would be required for a planning proposal. However, requests must be accompanied by sufficient information to support and justify the request. Please refer to 'A guide to preparing local environmental plans' for the necessary information requirements.

Information requirements will differ from case to case. However, all requests must be accompanied by:

- site plan
- location plan
- zoning map(s)

INFORMATION PROVIDED

List below all the documents, maps, plans, studies, information and any other supporting information that comprises your proposed instrument and request for pre-gateway review.

A. The PP as submitted to the Council prepared by SJB Planning, including:

Architectural Design Report prepared by FJMT Architects;
Economic Assessment prepared by Hill PDA;
Shadow Diagrams prepared by Project Surveyors;
Transport Impact Assessment prepared by GTA Consultants; and
Survey prepared by Geosurv.

B. Amended Architectural Design Report prepared by FJMT prepared August 2015.

C. The Council's assessment report of the PP.

D. The Council's letter notifying of determination of the PP request.

PART C – PAYMENT, DISCLOSURE AND SIGNATURES

C1 – Application Fees

You are required to pay an initial fee of **\$5,000** so that the department can undertake an initial assessment together with other associated administrative tasks relating to your pre-Gateway review request.

Please note that further fee payments shall be required should your proposed instrument qualify for review. Further details can be found within 'A guide to preparing local environmental plans'.

Payment methods:

- Cheque / bank order

C2 – Donation and Gift Disclosure

Section 147 of the Environmental Planning and Assessment Act 1979 requires the public disclosure of *reportable political donations* or gifts when lodging or commenting on a *relevant planning application*. This law is designed to improve the transparency of the planning system.

DO YOU HAVE ANY DONATIONS OR GIFTS TO DISCLOSE?

☐ Yes

☒ No

How and when do you make a disclosure?

The disclosure to the Minister or the Director-General of a *reportable political donation* or gift under section 147 of the Act is to be made:

- (a) in, or in a statement accompanying, the relevant planning submission if the donation is made before the submission is made, or
- (b) if the donation is made afterwards, in a statement of the person to whom the relevant planning submission was made within 7 days after the donation is made.

What information needs to be included in a disclosure?

The information requirements of a disclosure of reportable political donations are outlined in section 147(9) of the Act. A Disclosure Statement Template which outlines the information requirements for disclosures to the Minister or to the Director-General can be found on the department's website:

www.planning.nsw.gov.au/donation-and-gift-disclosure

C3 – Signature(s)

By signing below, I/we hereby declare that all information contained within this application form is accurate at the time of signing.

Signature(s)



Name(s)

Stuart McDonald

In what capacity are you signing

Town Planner for the applicant

Date

10 August 2015