

Pre-development

Application meetings

Further information

If you are unsure, please ask.
Time spent early may avoid
delays later.

Civic Centre:

158 Russell Street
Bathurst

Duty Town Planner:

02 6333 6211

Hours:

8:30 am to 4:45 pm
Monday to Friday

Website:

www.bathurst.nsw.gov.au



**BATHURST
REGIONAL
COUNCIL**

Disclaimer

This fact sheet provides a summary of the major issues concerning pre-development meetings. Any person using this document must do so on the basis that not every scenario and issue can be addressed, and discussion with relevant staff at Council's Environmental, Planning & Building Services Department should be undertaken. This document is subject to change without notice.

Pre-development Application meeting objectives

1. To provide an opportunity for applicants and Council Officers to formally discuss key issues relevant to the assessment of a proposal prior to lodging a development application. The points raised during the meeting are intended to assist applicants in determining issues that should be addressed in a development application.
2. To ensure the applicant is aware of the relevant legislation and policy affecting their development.
3. To encourage a high quality application at the lodgement stage of a development application.
4. To reduce the length of the assessment period by improving the quality of applications lodged.

The applicant accepts that:

- Whilst a pre-development application meeting enables discussion and advice, it should not be taken to be a detailed assessment of Council's requirements for any subsequent development application or an indication of the likely outcome.
- The meeting only deals with Council's written policies and relevant legislation, and will not indicate the outcome for any variation that the applicant may seek to the stated development or design standards.
- The meeting will not be used to deal with any other development/proposal or precedent, and is to concentrate on the particular proposal which is the subject of the meeting.
- Advice will be given on issues detailed by the applicant. Other issues may arise during the subsequent assessment process that have not been identified during pre-lodgement meetings.
- Council does not accept any liability for the actions by others taken as a result of any preliminary information offered, or the points raised, or any issues not raised or discussed.
- Council does not represent or pre-empt the outcome of advice and/or approvals from other government agencies.

Council will make a full assessment of the proposal under the relevant legislation and policies at the time of lodgement and this may vary from the pre DA advice given.

The Role of Council's Pre DA Meeting

The intent of the meeting is to provide guidance for the lodgement of a development application. The introduction of the meetings will ensure formal advice is given to the applicant prior to an application being lodged with Council for consideration. The pre DA meeting is not designed to replace the advice or meetings with Council's heritage advisor or earlier advice with Council's planners in developing your concept designs.

The advantage of a pre DA meeting is that planning, engineering and design issues can be identified before the application is submitted. Public exhibition and notification may be required once the application is lodged.

Pre DA meetings are recommended for people seeking to redevelop a site for a larger or more complex proposal and who would like greater certainty as to the issues relating to the site. Consultation early in the process may identify relevant issues, avoid future conflicts and minimise delays in the approval process.

Types of proposals that require a meeting

Experience shows that delays in the processing of development applications often occurs as a result of inadequate information being submitted or a lack of understanding about the relevant local development controls. In order to provide an efficient development assessment system, we encourage applicants to request a pre DA meeting.

Pre DA meetings are required under Council's DCP for the following developments:

- Demolition of a building to which section 10.3 of this DCP applies, including buildings within a heritage conservation area, listed as a heritage item under the LEP, included in the Bathurst Region Heritage Study, or over 50 years of age for which demolition is not exempt development.
- Two or more storey construction in a Heritage Conservation Area.
- Modification to a Heritage Item.
- Development within 50m of a boundary of a Heritage Item.
- Development that seeks to depart from one or more requirements of the DCP.
- Development of a 'Landmark Site' as defined by section 10.5.4 of the DCP, including buildings in the DCP that are corner sites, buildings listed as a heritage item in the LEP, or other buildings or sites which, in the opinion of Council, contribute to the heritage significance and special character of the Heritage Conservation Area.

The following development types may also benefit from a pre DA meeting

- multi dwelling housing
- aged care or retirement villages
- large industrial & commercial developments
- subdivisions that propose an extension to Council's infrastructure
- other complex development proposals

What information do I need to provide?

Supporting information needs to be provided electronically to Council at least 7 days prior to the meeting.

- Concept plans, including site plan and elevations (at a scale of 1:100 or 1:200).
- Detailed written description of proposed development.
- If a subdivision, proposed subdivision layout.

What will happen after the meeting?

Within 10 days of the meeting, Council will issue a letter confirming the outcomes of the meeting.