



S96 MODIFICATION APPLICATION

made under the Environmental Planning and Assessment Act 1979 - section 96(1),
section 96(1A), section 96 (AA), or 96(2)

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Property Details

Property details

unit:	house:
street:	
suburb:	postcode:
lot:	DP/SP etc:

Note: Signatures of all applicants and registered owners are required on the last page/s of this application form. Without these signatures Council cannot accept this application.

Proposed Modification Details

Development Consent Reference: **DA/**

Date of Determination:

Approved Development Consent Description: *(Description is to be completed as per approved DA)*

(List the modifications as per SEE) The proposed modifications:

Amended Estimated Cost (\$): N/A

Please note: If you have an approved Construction Certificate, the modifications tabled in this Section 96 Modification application may require an amended Construction Certificate to be approved. Please contact your Certifier to determine whether this is required.

Type of Modification

(please tick ✓)

S96(1) involving minor error; misdescription, or miscalculation only	Yes		No	
S96(1A) minimal environmental impact	Yes		No	
Other S96(2)	Yes		No	
Was the consent granted by the Land and Environment Court (S96AA)?	Yes		No	
Have the works been completed/is the use in operation?	Yes		No	

OFFICE USE ONLY

Reference: DA/	Fee: \$	Lodged via Post
Date:	Receipt #:	Lodged in person



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Accompanying Documentation Checklist

Document copies required

- To enable your application to be assessed promptly please ensure that all the proposed changes are clearly stated and shown on drawings, if applicable.
- If amended drawings are to be lodged you must lodge a complete set of the current drawings, highlighting the proposed modification(s).
- Drainage Checklist (pages 5-9) if there are changes proposed to the approved storm-water system.
- Statement of Environmental Effects - Detail each modification sought and the reasons for such changes. Provide evidence that the modification will not substantially alter the development

Council requires **4** hardcopies of all documents

Site, floor, elevation & section plans

Plans and drawings must include the following:

- Plans are to be **A3** size or larger
- Plans to scale, 1:100, 1:200
- North point
- Date
- Site address
- Description of plan / drawing
- Architect / designer name and contact
- Number and brief description of amendments
- Hardcopy plans and drawing to be folded to A4 size with a title block on the front
- Section plan shows driveway gradient
- Levels to the Australian Height Datum
- Alterations/additions or modifications are to be coloured/shaded/highlighted/bubbled
- Trees on subject and adjoining properties are to be shown

I have fulfilled these requirements:

Yes

☐

No

☐

Digital Requirements

All applications must be accompanied by a digital data disc i.e. CD-ROM, DVD-ROM containing **all documentation** (including written documents). This is to assist Council in record keeping and processing.

Applications without a correctly formatted digital data disc will not be accepted.

- The files must be in **PDF** format and be able to be opened in Council's digital plan system 'Trapeze Desktop'. Council will check all discs before accepting the application.



One PDF file should contain all plans and drawings (excluding internal residential floor plans) i.e. site plan, elevation plan, landscape plan, stormwater, survey etc in the same single file.



Each additional accompanying document requires a separate PDF file e.g. application form, statement of environmental effects, heritage report, and internal residential floor plans, etc each in separate files.

- Standard documents are not required to be above 400 dpi resolution whether they are single page or multipage documents and must not exceed 500MB in size.
- Please contact Council's Senior Records Officers on 9806 5000 if your document exceeds 500MB.

Files named as follows: **Document Type - Property Address**



Architectural Plans - (Relevant Property Address).pdf



Application Form - (Relevant Property Address).pdf



Statement of Environmental Effects - (Relevant Property Address).pdf



Waste Management Plan - (Relevant Property Address).pdf



Internal Residential Floor Plans - (Relevant Property Address).pdf

My disc contains files which are named correctly and their content exactly matches hardcopies submitted with this application:

Yes

☐

No

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Applicant/s Details and Declaration

Note: Page 3- 4 are not available for viewing on Council's website from 1 October 2011

family name (or company & ABN):

full given names OR company contact person:

Unit/House No:

Street Name:

Suburb:

Postcode:

Home Phone:

Mobile:

Office Phone:

Email:

Do you consent to receiving further information requests via email?

Applicant/s declaration

To ensure transparency in Council's decision making functions, any application which is made by a Council employee/Councillor and/or their immediate relative/s, will be referred to an independent consultant for assessment.

I am an employee/Councillor or relative of an employee/Councillor
of City of Parramatta Council.

Yes

☐

No

☐

If yes, please state relationship: _____

I declare that all the information in the application and checklist is, to the best of my knowledge, true and correct.

Yes

☐

No

☐

Applicant/s signature

Please print name/s:

Disclosure statement of political donations & gifts

It is required to disclose the following reportable political donations and gifts (if any) made by any person with a financial interest in the application within the period commencing two years before the application is made and ending when the application is determined:

- all reportable political donations made to any local councillor of City of Parramatta Council, and
- all gifts made to any local councillor or employee of City of Parramatta Council.

A disclosure is required to be made in a statement accompanying the relevant planning application by the person who makes the application.

Such disclosures are required to cover a period of two years before the application or submission is made and end when the application is determined. If a donation or gift is made after the lodgement of the required disclosure statement, a further statement is required to be provided within seven days after the donation or gift is made.

Download a form from the City of Parramatta Council website or ask Council staff for a 'Disclosure of Political Donations & Gifts Form'. Detailed requirements are outlined within that form.

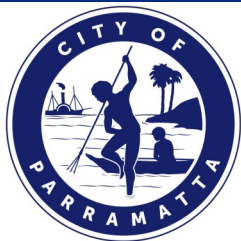
Is a disclosure statement required?

Yes

☐

No

☐



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Owners Details and Declaration - Note: Page 3 - 4 are not available for viewing on Council's website from 1 October 2011

family name (or company & ABN):

full given names OR company contact person:

Unit/House No:

Street Name:

Suburb:

Postcode:

Home Phone:

Mobile:

Office Phone:

Email:

Owner/s declaration

To ensure transparency in Council's decision making functions, any application which is made by a Council employee/Councillor and/or their immediate relative/s, will be referred to an independent consultant for assessment.

I am an employee/Councillor or relative of an employee/Councillor
of City of Parramatta Council.

Yes

No

If yes, please state relationship: _____

I/we own the subject land, consent to this application and consent to Council officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application. I accept that all communication regarding this application will be through the nominated applicant.

Owner(s) Consent Requirements (Please ☒ where applicable)

- ☐ **Owner(s)** - all owners are to sign (please note additional requirements for other types of ownerships below)
- ☐ **Company / Organisation** - If the owner is a company, owner's consent is to be provided in two (2) of the following ways:
 - Signatures of 2 directors or a director and a company secretary (unless it has a sole director).
 - Execution of owner's consent form (or other document to the same effect) in accordance with s 127 (1) of the Corporations Act 2001.
 - Common seal affixed to, and execution of, owner's consent form (or other document to the same effect) in accordance with s 127 (2) of the Corporations Act 2001. If there is no common seal, a company letterhead is acceptable.
 - Together with an up to date ASIC Company Extract and other relevant supporting documentation.
- ☐ **Joint wall / Fence** - When works affect a joint wall or fence, consent of all property owners is required (e.g. Semi-detached or terrace dwelling and boundary fences).
- ☐ **Signing on owners behalf** - If you are signing on the owner(s) behalf as the owner(s) legal representative, you must state the nature of your legal authority and attach documentary evidence (e.g. Power of attorney, executor, trustee, company director, etc).
- ☐ **Strata title / Body corporate** - If the property is a unit under strata title or a lot in a community title, then in addition to the owner(s) signature one of the following must be provided if any works are proposed on common property:
 - The common seal of the body corporate must be stamped on this form over the signature of the owner(s) and signed by the chairman or secretary of the body corporate or the appointed managing agent.
 - A letter on strata management letterhead.
 - Minutes signed by body corporate chairman.
- ☐ **New owner(s)** - If the property has recently been sold, documentary evidence of the sale must be provided. Please provide one of the following:
 - A copy of the Certificate of Title.
 - A letter from your solicitor confirming settlement.
 - Previous owner(s) to provide owner(s) consent.

Owner/s signature - ALL OWNERS ARE TO SIGN

Please Print Name/s:



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- The purpose of this form is to confirm that your stormwater design and OSD drawings (where necessary) have been prepared in line with Council requirements.
- It will ensure that quality submissions are lodged with necessary and correct information to prevent delay of the assessment of the development application
- A correctly completed form is required to enable lodgement of your DA/s96.
- It is essential that the Design Engineer carefully reads this checklist as any inaccurate or incomplete checklists will prevent the lodgement of your application.
- N/A shall be indicated adjacent to any details or information that are not relevant.

PROPERTY DETAILS

1. Property Details

Unit No:

House No:

Address

Street:

Suburb:

Postcode:

Lot/DP/SP etc

Lot:

DP/SP etc:

DA Number: (office use only)

TYPE OF DEVELOPMENT

MINOR DEVELOPMENTS NO OSD

May include single and secondary dwellings,
alterations and additions with No OSD.



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MAJOR DEVELOPMENTS with OSD

May include duplexes, townhouses, residen-
tial flat buildings, commercial premises, major
developments.



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Minor Developments - No OSD

Stormwater Drainer/ Plumber (or Engineer's) Details & Declaration

This form is to be completed by a Licensed Drainer/Plumber (or a Registered Stormwater Engineer).

Company Details

Company & ABN:

Engineering Details:

Registered Engineer Reference (NPER) if held:

Licence no & ABN:

Family Name:

Full Given Name(s):

Postal Address

Suburb:

Postcode:

Contact Details

Office phone:

Mobile:

Fax:

Email:

I confirm that:

- A true diagram or drawing of the stormwater system is attached.
- I am the Licensed Stormwater Drainer /Plumber (or Engineer) responsible for designing the stormwater system associated with this development proposal AND
- I certify that this proposal will meet accepted standards of good stormwater practice, Council and Australian Standards and will not cause nuisance or adversely affect this or other properties, AND
- There is no Council drainage line within or adjacent to this property, AND
- in my opinion, the existing stormwater drainage system is adequate to receive the stormwater from this new development OR I have proposed a new stormwater drainage system which will be adequate for the total site drainage needs from the existing and new development.

Stormwater Drainer / Plumber or Engineer's Signature:

date:



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Major Developments - OSD required

This portion of the form is to be completed by a registered and practising stormwater engineer.

Registered Stormwater Design Engineer's Details

Company & ABN:

Registered Stormwater Design Engineer Reference (NPER):

Is the Engineer accredited to carry out Design of Stormwater & OSD Systems: **Y/N**

Full Given Name(s):

Suburb:

Postcode:

Office phone:

Mobile:

Registered Stormwater Design Engineer's Checklist

	ITEMS	Yes (✓)	No N/A (✓)
1.	Registered Stormwater Design Engineer Name, Signature, and Registration of the Stormwater Design Engineer are clearly indicated on the submitted design documentation.		
2.	Flood Prone Land The site is (wholly or partly) affected by flood as indicated on a current s149 planning certificate AND: Flood Level information has been obtained from Council by completing a Flood Enquiry Application form . This is attached. 20 year and 100 year ARI flood inundation extent line and levels (to m AHD) are clearly indicated on submitted Plan No. AND/OR: There is a Council stormwater pipe, channel or watercourse traversing the site or within close proximity to the site AND an upstream catchment Overland Flow Assessment Report is attached for a 1 in 20 and 1 in 100 year ARI storm event flow running through site (including hydrological and hydraulic calculations). This information is attached as Attachment - B Overland flow paths within the site are identified on Plan No.		



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3.	<p>Private Easements</p> <p>Existing easement - drainage is proposed through adjoining private properties.</p> <p>The site already benefits from an existing drainage easement AND an up to date Certificate of Title has been provided to confirm this benefit. AND an engineer or licensed plumber has certified that the proposed system (including connection to Council's stormwater system) is adequate and operational. Written confirmation of this is attached.</p> <hr/> <p>OR,</p> <p>New easement - drainage proposed through adjoining private properties.</p> <p>A new easement(s) over downstream property/ies is required to enable the site and/or the OSD system to be drained by gravity AND this is indicated on submitted Plan No.</p> <p>The permission of all affected downstream property owners has been obtained for such easement(s) AND written approval of this is attached.</p> <p>An engineer (or licensed plumber) has certified that the proposed system (including connection to Council's stormwater system) is adequate and operational. Written confirmation of this is attached.</p>		
4.	<p>Stormwater Design Preparation and Documents:</p> <p>A site inspection was undertaken in preparation of the stormwater system design.</p> <p>A survey by a Registered Surveyor has been prepared to AHD and is attached.</p> <ul style="list-style-type: none"> The stormwater system and OSD system are designed in accordance with: <ul style="list-style-type: none"> Council's Stormwater Disposal Policy (2015) and other relevant Policies Council's Development Design Guidelines (2015), Policies and Engineering Specifications and DCP 2011. Upper Parramatta River Catchment Trust On Site Detention Handbook (Ed 3 or 4) (unless overridden by Council's Policies) Australian Standards and National Construction Codes (2015). Stormwater designs are consistent with architectural and landscape designs for the development and correspond with levels, building locations, requirements of any Flood/Overland Flow Assessment, trees to be retained or planted, utilities, services and easements. Stormwater designs adequately incorporate Water Sensitive Urban Design Principles and are generally in accordance with Council's DCP 2011, Development Design Guidelines (2015) and WSUD Technical Guidelines for Western Sydney (2004), and/or other approved reference. The submitted stormwater plans: <ul style="list-style-type: none"> are based on a Survey Plan prepared by a registered surveyor provide spot levels to mAHD and contours (with extensions into adjoining properties) provide location of any existing easements provide locations of existing trees and structures are to a 1:100 scale 		
5.	<p>On Site Retention (OSR) and Water Sensitive Urban Design (WSUD):</p>		
	<p>The site is greater than 2000m² and WSUD/OSR requirements of Council's DCP 2011 have been addressed.</p> <p>Full details of the OSR/WSUD system are attached.</p>		



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6.	<p>The site immediately drains to a Council Reserve or other Council land and Council does not accept a piped drainage line across this land. As a result OSD is not proposed and an OSR/WSUD system is proposed instead.</p> <p>Full details of the OSR/WSUD system are attached.</p>		
7.	<p>The site immediately drains to a floodway and OSD here is predicted to adversely affect mainstream flooding. A demonstration of this is attached. As a result OSD is not proposed and an OSR/WSUD system is proposed instead.</p> <p>Full details of the OSR/WSUD system are attached.</p>		
8.	<p>For Development Requiring OSD</p> <p>Residential Development (Duplexes) The OSD system comprises below ground tanks as required for residential development.</p> <p>Non residential development only: The depth of above ground detention basins does not exceed 300mm in landscaped areas and 150mm over impervious surfaces.</p>		
9.	<p>OSD Design</p> <p>The OSD design (DWG Nos) is generally consistent with the requirements of the Upper Parramatta River Catchment Trust On Site Detention Handbook (Ed 3 or 4). and showing the following details:</p> <ul style="list-style-type: none"> • Site layout showing all buildings, pathways, roadways and landscaped areas; • Areas to be drained to OSD • Location, levels and extent of all detention tanks, pits and pipes • Location and levels of all collecting stormwater system including downpipes, surface collection pits, grated drains and Water Sensitive Urban Design (WSUD) and OSR features • Areas of the site that by-pass detention system/s • Location of any other constraints, e.g. easements, Sydney Water Assets (water/ sewer pipes) & Electricity Overhead Cables; <p>OSD storage tank detail designs (or OSD storage basins for non-residential development) and surface collection pits include:</p> <ul style="list-style-type: none"> • All design dimensions including levels and inverts to AHD and OSD volumes • Cross-Sectional details • Discharge Control Pit/s • Safe and practical maintenance access <p>The above details are shown on A1 or A3 size plans with a scale of 1:100 and/or 1:50</p> <p>The OSD storage volume has been calculated using the Upper Parramatta River Catchment Trust On Site Detention Handbook (3rd or 4th edition) calculation sheet.</p> <p>The completed Design Summary Calculation Sheet has been signed by the Stormwater Design Engineer and attached as <u>Attachment - C.</u></p> <p>The areas of the site (including roofs) to be drained to any rainwater collection system and to the OSD system have been determined and are clearly indicated on Plan No.</p>		



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9.	<p>OSD Design (continued)</p> <p>The remaining percentage of the total site area not drained to the roofwater and OSD systems is% (to be not more than 15%).</p> <p>This is <u>not</u> a 'drowned outlet'.</p> <p>Because the designed discharge flow rate is greater than 30l/s, a connection to the nearest Council stormwater pit has been shown with associated levels.</p> <p>Overland flow from adjacent properties has been intercepted and disposed separately without discharging into any proposed OSD system.</p>		
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Registered Stormwater Design Engineer's Declaration

I confirm that, as the Registered Stormwater Design Engineer responsible for designing the stormwater system associated with this development proposal, that I have done so with a full understanding of the relevant Council requirements and have read, understood and completed this checklist accurately.

Registered Stormwater Design Engineer's Signature:

date:

Council Development Engineer's Notes

Development Engineer Name:

Signature:

date:



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Digital 3D Model Requirements Checklist

- Any development 3 storeys or more
- Within the CBD only, any development involving alterations to external form

Model Format

The format of the model to be supplied to City of Parramatta Council should be a basic (.3DS).

The size of the file should not exceed 5MB.

A SketchUp File must be provided as well to check for consistency of data and detect possible corruption of the 3ds file.

1. Trimble Sketch Up (.skp)
2. General 3D format (.3ds)

Model Coordinates

The model must be orientated to north and centred to (0,0,0) coordinates.

- ♦ X – Axis: 0
- ♦ Y – Axis: 0
- ♦ Z – Axis: 0
- ♦ Model orientated to North Facing

Model Unit of Measure

Modelling units must be set in Meters (m), within 2 decimal places 00.00m

- ♦ Meters (m)

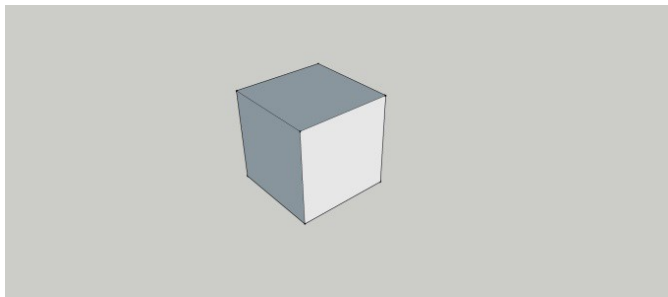
Model Details

Elements that are to be shown in the model should be, massing / shrink wrap of the building, with floor plates and all faces in the model normalised.

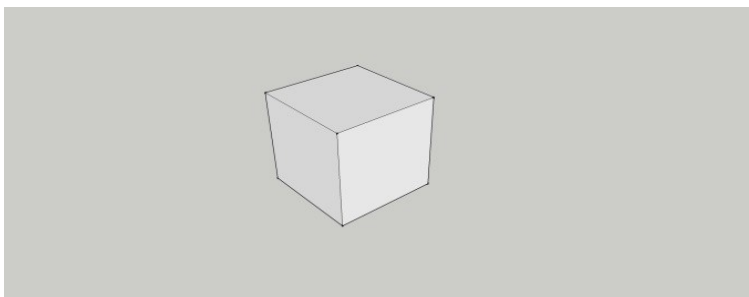
- ♦ Defining Features of Building
- ♦ Floor Plates
- ♦ No Window Mullins
- ♦ No Sun Shading Devices
- ♦ Ground Plane Extends to Site Boundary
- ♦ All faces in the model to be **Normalised**

Elements in the model that should be **EXCLUDED**:

- ♦ All internal elements or modelling
- ♦ Duplicated line work
- ♦ Gaps or missing elements
- ♦ Camera positions deleted



(Faces in Blue = Not Normalised)



(Faces in White = **Normalised**)

Model Textures

Textures in the model must be sizes of powers of two, the format of the textures is to be (.jpg) (.png) (.tiff) and (.tga). All textures used in the model must be provided with the exception of colours.

- ♦ **512 x 512 pixels (preferred texture size)**
- ♦ 1024 x 1024 pixels
- ♦ 2048 x 2048 pixels
- ♦ 4096 x 4096 pixels



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3D Model Acquisition Checklist

- ☐ SketchUp File (.skp)
- ☐ General .3ds File (.3ds)
- ☐ Model North facing
- ☐ Site Boundaries (Cadastre)
- ☐ Model centred to 0,0,0
- ☐ Model Unit (Meters) & 2 Decimal Places 00.00m
- ☐ Model with Defining Features of the Building Shown
- ☐ Ground Plane Extends to Site Boundary
- ☐ No Window Mullins
- ☐ No Sun Shading Devices
- ☐ Floor Plates
- ☐ Faces in model all normalised
- ☐ Model texture supplied (if applicable)