


**NORTHERN TERRITORY OF AUSTRALIA**  
*Planning Act*

**Application to Vary a Condition of a Development Permit - section 57**


**1. LAND INFORMATION**

<b>LOCATION OF PROPOSED DEVELOPMENT</b>	
Town/Hundred/Locality: Parcel Number(s) and/or Unit number: LTO Plan: Number and Street Name: Zone:	
<b>LAND OWNER INFORMATION</b>	
Is the applicant the land owner?	YES / NO
Owner's name(s): Postal address:	
Attach owner's authorisation if applicant is not the land owner SEE ATTACHMENT GUIDE FOR FURTHER INFORMATION	<b>ATTACHMENT A</b> <b>ONE (1) COPY</b> 

**2. APPLICANT INFORMATION**


<b>APPLICANT</b>	
ILIS Customer no. (if known): Company name (if applicable): ABN or ACN (if applicable): Title: Mr Mrs Miss Ms Dr Other: Family name(s): Given name(s): Preferred name(s): Postal address:  Telephone no. (business hours): Facsimile no.: E-mail address:	
<b>CONTACT PERSON FOR FURTHER INFORMATION (OR WRITE 'AS ABOVE')</b>	
ILIS Customer no. (if known): Company name (if applicable): ABN or ACN (if applicable): Title: Mr Mrs Miss Ms Dr Other: Family name(s): Given name(s): Preferred name(s): Postal address:  Telephone no. (business hours): Mobile no.: Facsimile no.: Email address:	
<b>NOTE:</b> <b>ALL CORRESPONDENCE</b> <b>WILL GO TO THE PERSON</b> <b>AND ADDRESS INDICATED</b> <b>HERE.</b>	

### 3. VARIATION DETAILS

<b>VARIATION DETAILS</b>	
Development Permit Number: Condition to be varied:	
Description of Variation Sought:	
Attach detailed statement of effect of variation SEE ATTACHMENT GUIDE FOR FURTHER INFORMATION	<b>ATTACHMENT B FOUR (4) COPIES</b> 

### 4. ADDITIONAL INFORMATION

Attach dimensioned plans of the variation. SEE ATTACHMENT GUIDE FOR FURTHER INFORMATION	<b>ATTACHMENT C FOUR (4) COPIES</b> 
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Attach statement of compliance with <i>Building Act</i> (if applicable). SEE ATTACHMENT GUIDE FOR FURTHER INFORMATION	<b>ATTACHMENT D ONE (1) COPY</b> 
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### 5. APPLICANT TO SIGN AND/OR AFFIX SEAL

The application is complete and all required documentation is attached.	
_____	___ / ___ / ____
Signature(s)	Date
<b>PRIVACY NOTE:</b> The Department of Planning and Infrastructure, on behalf of the Minister, is authorised under the <i>Planning Act</i> to collect the information on this form, or otherwise provided by you, to consider a proposal to grant a variation to a development permit. Failure to provide the information in full may result in delays in processing of the application. Some of the personal information provided by you on this application may be publicly available, as part of a public exhibition process. The information may also be provided to other NT Government agencies, the Australian Valuation Office, local governments and Commonwealth Government Departments and agencies, as required by law. Collection of personal information on this form is done in accordance with the privacy legislation contained within the <i>Information Act 2002 (NT)</i> . For more information please refer to the Department of Planning and Infrastructure privacy statement located at <a href="http://www.dpi.nt.gov.au">www.dpi.nt.gov.au</a> Any personal information provided can be subsequently accessed by you on request. If you have any queries please contact the Manager Development Assessment Services on 8999 6240.	

# **GUIDE TO ATTACHMENTS**

## **VARIATION OF A CONDITION OF A DEVELOPMENT PERMIT**

The following information is provided to assist with the preparation of the application and contains information on the content and required number of copies of each attachment.

### **ATTACHMENT A - OWNER'S AUTHORISATION**

#### **ONE (1) COPY REQUIRED**

An application for variation to a development permit may only be made by the owner of the land to which the permit relates, or a person authorised in writing by the owner.

If the land is owned by more than one person or company, written authorisation must be obtained from each person or company named on the title.

If the land is owned by a company or body corporate, written authorisation must be obtained from the company director/s (under company seal) or from all body corporate members.

### **ATTACHMENT B – DETAILED STATEMENT OF EFFECT**

#### **FOUR (4) COPIES REQUIRED**

An application for a variation of a condition of a development permit will only be considered if the proposed variation will not alter a measurable aspect of the original development by greater than 5% and will not affect the amenity of adjoining or nearby land or premises.

If the proposed variation is not conveniently measurable, the variation must not materially affect the amenity of adjoining or nearby land or premises.

Applicants are required to provide a detailed statement demonstrating:

- reasons for the proposed variation;
- the effect of the proposed variation;
- the margin of alteration caused to the original development permit by the variation as proposed; and
- details of the method/s used to determine any margin of alteration;

Development Assessment Services staff may be able to assist you in determining which aspects of a development are considered by the consent authority to be measurable.

### **ATTACHMENT C - DIMENSIONED PLANS**

#### **FOUR (4) COPIES REQUIRED AT NO GREATER THAN A3 SIZE**

NOTE: Where original plans have been prepared at a size larger than A3; two (2) additional sets of plans at the original size are required.

Dimensioned plans may be required as part of this application depending upon the nature of the variation being sought. Depending upon the complexity of the variation application, or if you are having difficulty understanding these requirements, it may be in your best interests to engage a design professional to assist you in the preparation of your application or to prepare it on your behalf.

If you consider some of the following information is unnecessary due to the nature or location of the particular variation, the information may be omitted from your application. The Department of Planning and Infrastructure will then decide whether the information is required prior to assessing the application.

**PLANS SHOWING THE INFORMATION INDICATED BELOW ARE REQUIRED.**

<b>DEVELOPMENT / BUILDING WORKS PROPOSALS</b>	
<b>A site plan at a legible scale, not less than 1:500, showing the following information:</b>	
1	The north point, area of the existing parcel and boundary dimensions.
2	Existing and proposed buildings and their distance from lot boundaries.
3	Any existing and proposed easements, substations and services.
4	Vehicle access points.
5	Proposed surfacing of parking areas, driveways, vehicle turning areas and loading areas (locations and dimensions).
6	Landscape and open space areas including types of planting, details of screening and/or fencing (locations and descriptions).
7	The proximity of adjoining buildings and their uses.
8	The location of any bores on the subject property and adjoining land.
9	The location of any proposed and/or existing effluent disposal systems on the site.
<b>Floor layout plans at a scale not less than 1:200, showing:</b>	
1	Dimensioned floor plans of existing and proposed buildings showing layout, partitioning, room sizes, uses.
2	A schedule stating the total area of each component use in the building, the total floor area and percentage of site cover.
<b>Elevations and sections at a scale not less than 1:200, showing:</b>	
1	All elevations of buildings, indicating finished floor levels, existing and finished ground levels and external finishes.
2	Sufficient cross-sections and longitudinal sections to show the relationship between structures and their respective heights.

<b>PROPOSALS TO SUBDIVIDE (OR CONSOLIDATE)</b>	
<b>Plans should be at a legible scale, typically between 1:500 and 1:10 000 and show the following information:</b>	
1	The north point, area of the existing parcel and boundary dimensions.
2	Approximate area of each of the proposal parcels.
3	Existing buildings, bores and other improvements on site and on adjoining properties, in relation to lot boundaries.
4	Contours at not greater than 2 metre intervals, flood lines, tidal surge lines, seepage lines and other natural features.
5	Land units.
6	Constrained land ie. subject to waterlogging, with slope exceeding 5%, rock outcrops or pavement.
7	Areas or sites of conservation, cultural or heritage significance.
8	Existing substations, services, easements and reserves.
9	Proposed substations, services, easements and reserves.
10	Dimensions and bearings of proposed lot boundaries and roads.

## **ATTACHMENT D - STATEMENT OF COMPLIANCE WITH *BUILDING ACT***

### **SUBDIVISION APPLICATIONS ONLY**

#### **ONE (1) COPY REQUIRED**

If the development permit is for subdivision of land and there are existing buildings on the land you will need to provide a statement from a registered building certifier to verify that the existing buildings will continue to comply with the *Building Act* following the variation to the subdivision.

A list of registered building certifiers able to provide this service may be found on the following website: <http://www.ipe.nt.gov.au/whatwedo/building/CategoryList.jsp> or can be provided by the Registrar, Building Practitioners Board, on telephone (08) 8999 8964