



## Sustainable Development Factsheet

# Development related advice

Council offers a three tiered service to customers seeking advice in relation to planning and development matters.

### Level one

The first level of assistance is with Council's Development Support Services, where general enquiries can be answered about the zone of land, whether any constraints apply, permissible land uses and what types of development are permissible.

This service is free of charge and no appointments are necessary.

### Level two

Should more detailed or technical advice be required, the next level of assistance allows for either written advice or a meeting with a technical officer to be arranged. This is referred to as Development Related Advice (DRA). There is a small fee involved in this service, charged at an hourly rate per technical officer.

### Level three

The third level of assistance is a Development Advisory Panel (DAP) meeting. DAP meetings are recommended for larger developments. They provide a prospective applicant with the opportunity to discuss and receive feedback from Council on the technical aspects of a development proposal.

### **Development Support Services**

Council now provides a Development Support service, free of charge, to assist with general enquiries relating to development and permissible land uses.

You can ask a Development Support Officer (DSO) about the zone of your land, whether any constraints apply, permissible land uses and questions regarding development you propose.

We can provide preliminary advice on zoning and constraints associated with properties and

development proposals before you start work on your development application.

DSO's can be contacted by phone, email or in person by attending Council's office. No appointment is necessary.

Development Support Officers can assist you with:

- Fee quotes for all development related applications.
- General advice regarding State and Local Government regulations.
- Reviewing and accepting all development related applications.
- Advice regarding Exempt Development.
- Advice regarding Complying Development.
- Coordination of Development Related Advice requests.
- Coordination of Development Advisory Panel meetings.

### **Development related advice**

For advice from a Planner or other Technical Officer, whether a written response or a meeting is required, Council now provides a service to allow for this to be obtained.

It is recommended that you use this service rather than the Development Support Services for any large or complex proposal, particularly if you would like a written advice before you lodge any development application.

If you require information from more than one Technical Officer, for example a Planner and a Development Engineer, this can be arranged via a DRA, rather than needing a complete DAP meeting.

### **Development Advisory Panel**

Due to the complexity of matters discussed at these meetings, Council has developed a [detailed fact sheet](#) that addresses each of the requirements and what you should expect prior to lodging an application for a DAP meeting.

## HOW CAN COUNCIL HELP YOU?

### Council Officers **can**:

- ✓ Confirm the zone and constraints for specific properties.
- ✓ Assist with requirements for Exempt Development.
- ✓ Confirm applicable State, Regional and Local development requirements.
- ✓ Provide general advice regarding whether approval is required for certain activities and / or development on your property.

### Council Officers **can not**:

- ✗ Indicate the likely outcome of the assessment of an application.
- ✗ Provide a detailed assessment of the development proposal.
- ✗ Speculate on Council's view on specific issues should such issues be raised or subsequently in public submissions.

E2016/14025 – Updated June 2017

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