

# NORFOLK ISLAND

## Regional Council

ABN 6010 3855 713

**APPLICATION FOR DEVELOPMENT APPROVAL AND / OR BUILDING APPROVAL**

APPLICATION NO.	DABA	21/2024
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1. APPLICANT DETAILS (May be an agent acting on behalf of a landowner)			
Name Applicant 1	REBECCA		CHRISTIAN
	First Name		Last Name
Name Applicant 2			
	First Name		Last Name
Postal Address	PO BOX 257 NORFOLK ISLAND 2899		
Phone No.	57642	Mob. No.	57642
Email (s)	bec-christian@yahoo.com.au		
Signature Applicant 1	<i>[Handwritten Signature]</i>		
Signature Applicant 2	bookings@whitewoodsea.com		

2. LANDOWNER(S) DETAILS (if not the Applicant)			
Name			
	First Name		Last Name
Name			
	First Name		Last Name
Postal Address			
Phone No.		Mob. No.	
Email			
Signature(s) of all landowners. This signature provides landowner's permission for the Applicant to make this Development and / or Building Application only.			
Landowner 1			
Landowner 2			

3. PROPERTY DESCRIPTION						
Address	115 TAYLORS ROAD and 3 Rocky Point Road					
Portion No.	39r19 and 8912	Section No.		Land Area:	851M <sup>2</sup>	Pn 39r19
Please attach a copy of the Title Search for the subject property: Attached 2,032 sqm Pn 8912						
Current Land Use Pn 39r12 -	MULTIPLE USE & DEVT - BUSINESS PREMISES & DWELLING HOUSE					
Land Tenure	<input checked="" type="checkbox"/>	Freehold		Crown Lease		Un-alienated Crown Land
		Road Reserve		Vacant Crown Land		
Zoning	<input checked="" type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Mixed Use		Open Space
		Rural Residential		Business		Conservation
		Residential		Industrial		Special Use

& Pn 8912 -  
Tourist  
Accommodation  
Units

4. THE TYPE(S) OF USE, DEVELOPMENT AND / OR BUILDING INCLUDED IN THIS APPLICATION (please tick where relevant)	
<input type="checkbox"/>	Residential E.g. Dwelling House, Dual Occupancy, Multiple Dwellings
<input checked="" type="checkbox"/>	Tourist Accommodation E.g. Accommodation Units, Hotel, Resort, Tourist Park
<input type="checkbox"/>	Commercial E.g. Business Premises, Food & Drink Premises, Shop, Tourist Attraction, Entertainment Facility, Health Care Service
<input type="checkbox"/>	Industrial E.g. General, Light, Rural, Noxious, Hazardous or Offensive, Extractive
<input type="checkbox"/>	Community E.g. Educational Establishment, Hospital, Community Facility
<input type="checkbox"/>	Infrastructure E.g. Electricity Works, Waste Facilities, Communications Facilities, Transport Facilities, Roadworks
<input type="checkbox"/>	Public Facilities E.g. Airport, Car Park, Port Service, Public Building
<input type="checkbox"/>	Recreation E.g. Open Space, Outdoor Sport and Recreation Facility, Indoor Sport and Recreation Facility, Park
<input type="checkbox"/>	Subdivision E.g. Create additional lots; Boundary adjustment; Amalgamation of lots
<input type="checkbox"/>	Alterations and Additions Structural changes to existing structure(s)
<input type="checkbox"/>	Ancillary structures Structures integral and subservient to another development e.g. garage, shed, verandah
<input checked="" type="checkbox"/>	Change of Use Changing the purpose of a premises e.g. from residence to holiday house, from shop to offices.
<input checked="" type="checkbox"/>	Signage E.g. Advertising structures and signs, Directional and guidance signs.
<input type="checkbox"/>	Earthworks Excavation, filling, site works
<input type="checkbox"/>	Other

5. THE ACTIVITIES INVOLVED IN THE PROPOSED USE OR DEVELOPMENT (please tick where relevant)	
<input type="checkbox"/>	Erecting, altering or adding to a building or structure N/A
<input type="checkbox"/>	A temporary building, structure, or use N/A
<input type="checkbox"/>	Subdividing land N/A
<input type="checkbox"/>	Demolition N/A
<input checked="" type="checkbox"/>	Changing the use of land or a building or the classification of a building under the Building Code of Australia (without building, subdividing or demolishing)

**6. DESCRIPTION OF PROPOSAL**

Please describe details of your proposal here Please include all components of the use, development and / or building activity; such as the number of lots created if subdivision; number of dwellings / units to be developed; number of bedrooms; number of seats if Food & Drink Premises; Hours of operation for commercial or industrial activity; volume of production if processing or manufacturing. (attach additional pages if more space is required)

39/19

I would like to apply for change of use ~~the~~ of the back residence to be approved for use as tourist accommodation to work in with my business "Whitewood Norfolk Island"

Plus

89/2:

3 Rocky Point Road, New Flush Wall Advertising structure

**7. APPLICATION FEES**

1m wide x 500mm high (see more info section 14)

Development and Building Application fees are specified in Council's Annual Operational Plan and are based on the estimated cost of building and works. It is necessary to specify the total estimated cost of building and works (including labour and materials) to determine the fees for the Development and or Building Application. For development that involves building work, Council is currently assessing fees on the basis of \$1200.00 / square metre. This is required prior to acceptance of the Application.

Total estimated cost of building and works  
No change to building structure \$

Possible replacement of floor in kitchen / living

**8. USE, DEVELOPMENT AND BUILDING DETAILS & MATERIALS (as applicable)**

Gross floor area of all new proposed buildings	N/A.		
Gross floor area of all existing buildings on site	435m <sup>2</sup> + 18m <sup>2</sup> garage/store		
Total roof area (sqm) of all buildings on the lot	435m <sup>2</sup>		
Total number of bedrooms	Proposed 2 BR accommodation unit		
Maximum height of new building(s) or structure(s) in metres	No change		
Building setbacks – minimum distance to front, rear, and side boundaries in metres.  Note: it will be necessary to peg out the general footprint of proposed structures at the subject land.	Boundary	Distance	Orientation
	Front	0	W
	Rear	7.3	E
	Side	1.00	S
	Side	1.48	N
Wall construction material (external) & colour	Fibro & Asbestos sheeting Pastel Grey		
Floor construction material	chipboard, Structa-floor & decking		
Roof construction material & colour	Colourbond / brown		

Frame construction material <b>No change</b>	<b>Timber</b>	
Water supply and storage <i>Note: Please refer to DCP No. 2 - Water Resources for minimum water storage requirements.</i>	Water tank material	<b>Colorbond</b>
	Water tank capacity (existing)	<b>10,000 gallons</b>
	Water tank capacity (new)	<b>7,000 gallons (in place)</b>
	Total combined capacity (new and existing tanks)	<b>17,000 (existing)</b>
On-site wastewater management system proposed / existing (e.g., sewer connection, AWTS, other - please specify;) and total capacity  <i>Note: Please refer to DCP No. 2 - Water Resources for minimum waste water management requirements.</i>	Type of system	<b>Town sewerage</b>
	System tank capacity	
Advertising Structure or Sign - construction material, size, total number of signs or structures (new and existing) <b>No change to W road signage. Reg. ACCOMM sign @ Paw Paws Side approx 14M from frontage</b> <i>Note: Please refer to DCP No. 4 - Outdoor Advertising Structures and Signs to determine requirements and standards for the display of signage.</i>	Construction material	<b>Alusign</b>
	Total Display Area Maximum height of structure	<b>@ of 115, Taylors Road 600mm x Name 200mm sign</b>
	Total number of signs or structures	<b>+ new 1x Property Name sign on roadside 3 Rocky Point Ad.</b>
Describe any earthworks required as a component of building work; such as site works to create building pad, construct access and driveways, retaining walls, drainage works. Include total volume of earthworks (m <sup>2</sup> and m <sup>3</sup> )  <i>Note: an Earthworks Plan as described in section 11 will be required to support your Application if in excess of 50 cubic metres</i>	<b>NO earthworks</b>	
Swimming pool - above ground / below ground, dimensions, (length, depth, width) construction materials and dimensions for associated decking / structures / fences and gates.	<b>N/A.</b>	

(1)

(2)

(2) Signage - Refer attached statement

<b>9. BUILDER'S DETAILS (if applicable; and if a builder has been selected)</b>			
Name	<b>Timber on the Move Jeremy Watson</b>		
Phone No.	<b>50869</b>	Mob No.	<b>50869</b>
Email:	<b>timberonthemove@gmail.com</b>		

**10. CONSULTATION WITH COUNCIL INFRASTRUCTURE, SERVICES AND ENVIRONMENT STAFF**

In planning and designing your proposed development you should contact relevant Council staff with responsibility for infrastructure and services to ensure infrastructure required for your development is available or can be made available; to determine whether there any specific requirements for infrastructure and services and whether any additional permits, licences or approvals may be required for your proposal.

You should also consult with Council's environment staff to determine any specific environmental matters to consider in developing your proposal, such as identifying protected trees or potential impacts on threatened species; and requirements for additional permits and approvals.

It is strongly suggested that you present a description of your proposal and preliminary building plans for your development to enable the relevant Council staff to provide advice on requirements.

Please request the relevant staff member(s) to email their advice to you as the Applicant and to also email direct to [planning@nirc.gov.nf](mailto:planning@nirc.gov.nf). Alternatively, advice can be provided in the spaces below.

Contact	Comments
<input checked="" type="checkbox"/> <b>Electricity</b> Team Leader, John Christian Ph: 22078, 23206 Email: <a href="mailto:john.christian@nirc.gov.nf">john.christian@nirc.gov.nf</a> Mitchell Graham Email: <a href="mailto:mitchell.graham@nirc.gov.nf">mitchell.graham@nirc.gov.nf</a>	
<input checked="" type="checkbox"/> <b>Public Health and Environment</b> Water storage and wastewater management requirements Team Leader, Arthur Travalloni Ph: 22001 Email: <a href="mailto:arthur.travalloni@nirc.gov.nf">arthur.travalloni@nirc.gov.nf</a>	
<input checked="" type="checkbox"/> <b>Fire Service</b> Team Leader, Shane Wallis Ph: 22049 Email: <a href="mailto:shane.wallis@nirc.gov.nf">shane.wallis@nirc.gov.nf</a>	
<input checked="" type="checkbox"/> <b>Telecom</b> Team Leader, Simon Peapell Ph: 23905 Email: <a href="mailto:simon.peapell@nirc.gov.nf">simon.peapell@nirc.gov.nf</a>	
<input checked="" type="checkbox"/> <b>Public Works and Depot</b> Road works, driveways Team Leader, Mal Snell Ph: 22006 Email: <a href="mailto:malcolm.snell@nirc.gov.nf">malcolm.snell@nirc.gov.nf</a>	
<input checked="" type="checkbox"/> <b>Biodiversity</b> Protected trees, Argentine ants etc Team Leader, Tara Patel Ph: 22001 Email: <a href="mailto:tara.patel@nirc.gov.nf">tara.patel@nirc.gov.nf</a>	

11. OTHER APPROVALS	
You may need approvals, licences or permits under other legislation in force on Norfolk Island such as those listed below. Please tick the relevant legislation. If in doubt, please contact the Planning Office.	
<input type="checkbox"/>	Environmental Protection and Biodiversity Protection Act 1999 (Cth). Please refer to <a href="http://www.environment.gov.au/protection/environment-assessments">http://www.environment.gov.au/protection/environment-assessments</a>
<input type="checkbox"/>	Crown Lands Act 1996 (NI) – applies to Crown land.
<input type="checkbox"/>	Local Government Act 1993 (NSW)(NI) – approvals may be required for specified activities.
<input type="checkbox"/>	Trees Act 1997 (NI) – permit required to remove protected trees. Please refer to the Trees Regulations 1999 - Schedule of Protected Trees.
<input type="checkbox"/>	Public Reserves Act 1997 (NI) – permit required for an activity in a Public Reserve.
<input type="checkbox"/>	Subdivision Act 2002 (NI) – registration of plan of subdivision.
<input checked="" type="checkbox"/>	Tourist Accommodation Act 1984 (NI) – registration of tourist accommodation.
<input type="checkbox"/>	Sale of Food Act 1950 (NI) – licence required for production and / or sale of food.
<input type="checkbox"/>	Liquor Act 2005 (NI) – licence required to supply liquor.
<input type="checkbox"/>	Heritage Act 2002 (NI) – Proposals for use or development that affect listed heritage items .
<input type="checkbox"/>	Roads Act 2002 (NI) – opening and closing public roads.
<input type="checkbox"/>	Other Approvals

12. ENVIRONMENTAL IMPACTS OF YOUR DEVELOPMENT	
To assess your proposal, we need to understand any potential impacts it may have on the environment. Depending on the nature and scale of your proposal, you may need to either:	
<ol style="list-style-type: none"> <li>1. Provide a Description of Potential Environmental and Heritage Impacts in your Development Application; or</li> <li>2. Submit a Statement of Environmental Effects with your Development Application; or</li> <li>3. Submit an Environmental Impact Statement prepared in accordance with the Planning Act 2002 (NI) &amp; Planning Regulations 2004 (NI) with your Development Application.</li> </ol>	
⊕ Please consult Council's Planning Office to determine which environmental impact assessment documentation is required for your proposal. Please tick below the information provided with this application.	
Environmental Impact Statement attached:	<input type="checkbox"/>
Statement of Environmental Effects attached:	<input type="checkbox"/>
Description of Potential Environmental and Heritage Impacts:	<input type="checkbox"/>
Description of Potential Environmental and Heritage Impacts: Please describe the potential impact of your proposed use or development on the environment and heritage of the development site and surrounding area.	
NO ENVIRONMENTAL or HERITAGE impacts.	

13. PLANS AND MAPS	
Applications must be supported by relevant plans and maps that clearly shows what is being proposed. A full list of the information that may be required is provided at Clause 12 of the Norfolk Island Plan 2002. Please tick below the information provided with this application.	
	Drawings showing the plan and proposed usage at each floor level, elevations, sections and dimensions of the building, the sizes and locations of structural members to a scale of not less than 1:100.
N/A	Drawings containing sufficient detail and at a scale appropriate to the work proposed to be carried out, to show the plumbing and drainage work to be carried out.
N/A	Site Plan - Drawings to a scale of not less than 1:500 showing: <ul style="list-style-type: none"> <li>- The boundaries and dimensions of the allotment, relevant easements and adjacent streets.</li> <li>- The position and dimension of the building to the boundaries of the allotment, existing buildings on the allotment and adjoining allotments together with details of the purposes for which the buildings are to be used.</li> <li>- The levels of the site and of the floors of the building in relation to an adjoining street channel, if any.</li> <li>- The location of protected trees, identifying or specifying the species of the trees, where the distance of the protected tree from the proposed building is less than or equal to the height of the tree plus 5 metres.</li> </ul>
N/A	Earthworks Plan- Drawings (Site Plan) at a scale of not less than 1:100 showing at least: <ul style="list-style-type: none"> <li>- Existing natural contour levels and proposed finished contour levels.</li> <li>- Cross section plans showing the nature, extent and depth of excavation and /or land filling and associated works, batter slopes and any retaining structures.</li> </ul>
N/A	Subdivision - Preliminary Plan of Subdivision
Attached	In the case of an alteration or modification of a building, a statement that describes the purposes for which the building has been used and is to be used.

14. SUPPORTING INFORMATION	
You can support your application with additional material, such as photographs, to illustrate your proposal. Please list what you have attached. (Attach additional pages if more space is required)	
①	Floor Plan
②	New Fresh <sup>wall</sup> Advertising Structure 1m wide x 500mm high for 3 Rocky Point Road due change in branding Whitewood Norfolk Island www.whitewoodnorfolkisland.com.au (see attached document)

15. DEVELOPMENT APPLICATION AND / OR BUILDING APPLICATION - CHECKLIST OF REQUIREMENTS			
<p>Applications shall contain information as is necessary to determine compliance with the Norfolk Island Plan, Planning Act 2002 (NI), and Building Act 2002 (NI). Clause 12 of the Norfolk Island Plan 2002 specifies matters (listed below) that must be included in a Development Application, where applicable and relevant. It is the responsibility of the Applicant to demonstrate that each of the matters listed has been addressed by placing a tick in the relevant box. Failure to provide all the relevant information may result in the Application not being accepted by Council or delays in the processing of the application.</p>			
Requirement	Yes	No	N/A
a) The name and address of the applicant, the location of the land, a copy of the title to the land, the name and address of the owner, and written consent from the owner of the land if not the applicant.	✓		
b) The use or development of the land at the date of application.	✓		
c) The intended use or development of the land.	✓		
d) A plan or plans drawn to a scale available on a standard scale rule which show clearly:			✓
(i) the relationship of the land to lot boundaries, levels or contours, title boundaries and roads;			✓
(ii) rights of way, easements and covenants affecting the land;			✓
(iii) existing buildings, works, trees, and vegetation;			✓
(iv) site preparation – including details of buildings and works to be demolished, areas to be cut and/or filled, existing vegetation and trees to be removed, and other land clearing;			✓
(v) proposed buildings, works, and services, and alterations to existing buildings and works – including floor plans, elevations, dimensions, relative site levels, provisions for drainage, and the purpose of rooms, other spaces and structures;			✓
(vi) existing and proposed vehicular access/egress points to roads from the land, and the areas set aside and other provisions made for vehicular passage, manoeuvring and parking;			✓
(vii) existing and proposed landscaping – including details of site beautification, tree planting, and screening;			✓
(viii) the materials proposed for construction purposes and the colour of such materials on all exterior surfaces;			✓
(ix) signs – including details of dimensions, wording, logos, colours, illumination, supporting structures, and positioning on buildings and works and the method of affixing thereto;			✓
(x) floodlighting and other exterior lighting including the location and strength of illumination.			✓
(xi) A written statement by or on behalf of the Applicant of the likely impact of the proposed use or development on the environment and heritage; and			✓
(xii) A written statement from relevant infrastructure managers regarding the infrastructure requirements necessary to enable the proposed use or development, and the availability of such infrastructure; and / or the need to upgrade any infrastructure to support the proposed use or development.			



**LODGEMENT DETAILS**

You can lodge the completed Application by:

Email: [planning@nirc.gov.nf](mailto:planning@nirc.gov.nf)

Deliver: Council Bicentennial Complex  
39 Taylors Road  
Burnt Pine  
NORFOLK ISLAND 2899

Mail: Norfolk Island Regional Council  
P.O. Box 95  
NORFOLK ISLAND 2899

**What now:** Once your application is received a Council Officer will respond within 10 working days to advise whether your application has all the information that is required for the application to be accepted for assessment.

OFFICIAL USE ONLY	
Receiving Officer: G Sanders	Date: 11 July 2024

CONSIDERATION OF ADEQUACY FOR ACCEPTANCE – TO BE COMPLETED BY COUNCIL		
Application satisfactory to lodge and accept	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Additional information required before the application will be accepted:		

Planning Act 2002 (NI):		
Development Approval Required:	<input type="checkbox"/> Yes	Tick category:
Category of Development	Permitted Use or Development	
	Permissible (with consent) Use or Development	<input checked="" type="checkbox"/>
	Declared significant development	

Building Act 2002 (NI):		
Building Approval Required:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

APPLICATION ACCEPTANCE – TO BE COMPLETED BY COUNCIL	
Officer: J Brown	Date: 30 07 24

09/07/24

Statement

As landowner I would like to apply for change of use for the apartment at the back of the property to be licenced as tourist accommodation. There is no change to the current building structure. There is no change to the environment and heritage impact.

Rebecca Christian



## TITLE SEARCH

### Registered Proprietor and Tenancy

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### Land

Lot	Section	Portion	Area	Sheet Number

### Notations

Instrument No	Description	Comments
1688	Registrar's Note	GRANT OF EASEMENT NO 9613 & 9956 OVER PORTION 39r15 IN FAVOUR OF PORTION 39r14 (NOW KNOWN AS PORTION 39r19
10624	Registrar's Note	To record issue of duplicate certificate of title

### Encumbrances

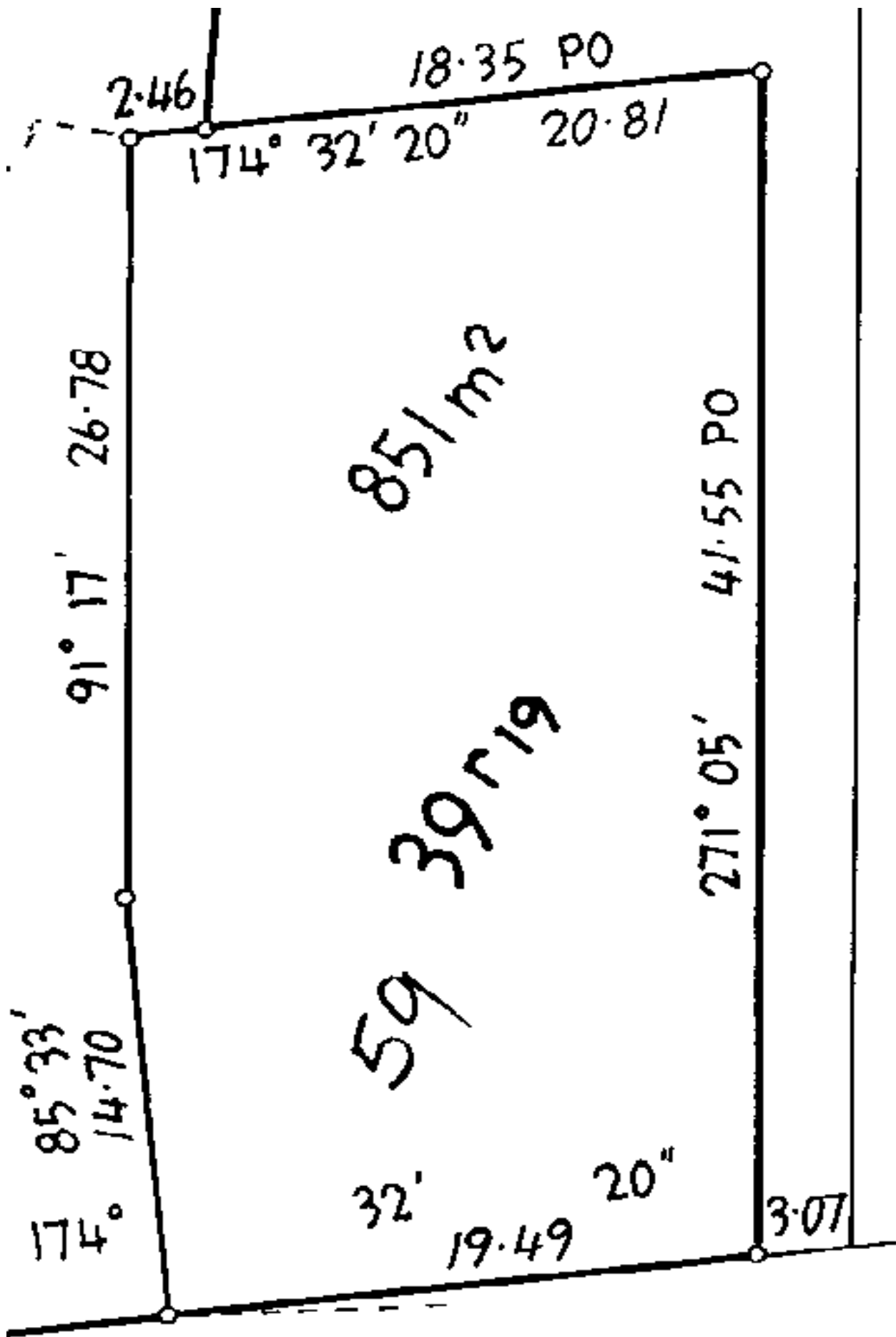
Instrument No	Description	Registered
11735	Mortgage - Comm Bank	27/04/2020

### Unregistered dealings

Instrument No	Description	Lodge date

### Certification

The information in this search is certified correct by the Registrar of Titles at



This diagram is for identification purposes only and is not to scale



## TITLE SEARCH

### Registered Proprietor and Tenancy

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### Land

Lot	Section	Portion	Area	Sheet Number

### Notations

Instrument No	Description	Comments
8339	Registrar's Dealing	This substituted Certificate of Title is issued on 7 June 2011 to replace the original lost or destroyed Certificate of Title No. 916.

### Encumbrances

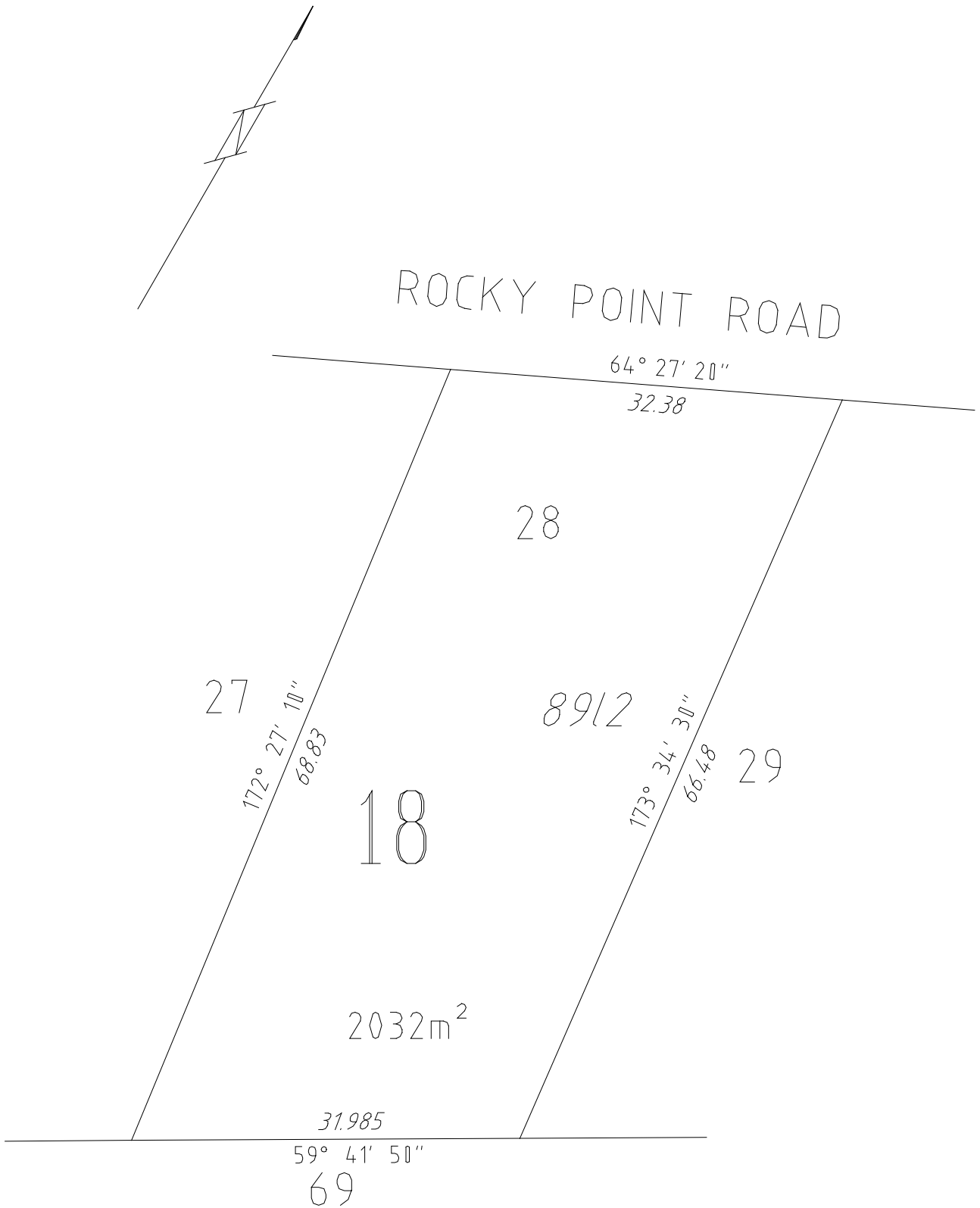
Instrument No	Description	Registered
9312	Mortgage - Comm Bank	12/12/2013

### Unregistered dealings

Instrument No	Description	Lodge date

### Certification

The information in this search is certified correct by the Registrar of Titles at



This diagram is for identification purposes only and is not to scale