

# NORFOLK ISLAND

Regional Council

ABN 6010 3855 713

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

APPLICATION NO.	DABA	31 /2024
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1. APPLICANT DETAILS (May be an agent acting on behalf of a landowner)			
Name Applicant 1	Department of Infrastructure, Transport, Regional Development and Communications and the Arts		
	First Name	Last Name	
Name Applicant 2			
	First Name	Last Name	
Postal Address	PO Box 201 Norfolk Island 2899		
Phone No.	+6723 23315	Mob. No.	+6723 50098
Email (s)	claire.quintal3@infrastructure.gov.au		
Signature Applicant 1			
Signature Applicant 2			

2. LANDOWNER(S) DETAILS (if not the Applicant)			
Name	Department of Infrastructure, Transport, Regional Development and Communications and the Arts		
	First Name	Last Name	
Name	Kim	Forbes	
	First Name	Last Name	
Postal Address	PO Box 201 Norfolk Island 2899		
Phone No.	+6723 23315	Mob. No.	
Email	kim.forbes@infrastructure.gov.au		
Signature(s) of <b>all</b> 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	14 Cascade Road, Norfolk Island						
Portion No.	44d	Lot No.	11	Section No.	7	Land Area:	1.214ha
Please attach a copy of the Title Search for the subject property:							
Current Land Use	Education - Norfolk Island Central School						
Land Tenure	Freehold			Crown Lease		Un-alienated Crown Land	
	Road Reserve	X		<del>Vacant</del> Crown Land			
Zoning	Rural			Mixed Use		Open Space	Airport
	Rural Residential			Business		Conservation	Roads
	Residential			Industrial	X	Special Use	

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

5. THE ACTIVITIES INVOLVED IN THE PROPOSED USE OR DEVELOPMENT (please tick where relevant)	
X	Erecting, altering or adding to a building or structure
	A temporary building, structure, or use
	Subdividing land
	Demolition
	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)

The upgrading of the Science Room and new Aquaponics Room comprise suspended timber substructure flooring on concrete stump columns on suitable pad footings; structural timber roof construction with Colourbond metal roof sheeting; composite external timber stud framed walls with internal fibre cement linings and external timber cladding to match existing; glazed aluminium windows; timber framed external doors; timber stud framed internal walls with fibre cement linings; internal timber doors; internal finishes (walls, floors, ceilings); fitments (window blinds, pin boards, whiteboards, joinery); loose furniture, fittings and equipment.

Building services include gas installation, plumbing and drainage (lab sinks, basins, water and waste pipework), electrical installations (light, power, communications, data, fire alarm) and mechanical installation (fume cupboard, exhaust systems).

Site works comprise demolition work; general site preparation, concrete footpaths and stairs; new covered verandah, timber ramp structure and minor soft landscaping. External services includes roof water drainage into existing in-ground rainwater tank, replacement of acid dilution tank system, sewer drainage, water reticulation and electrical infrastructure services to accommodate the new extension.

**7. APPLICATION FEES**

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

Gross floor area of all new proposed buildings	Aquaponic and associated deck - 31.01m2		
Gross floor area of all existing buildings on site	Approx, 3,400m2 (incl. lockwood, principals ex-residence, sports, bus shelters etc)		
Total roof area (sqm) of all buildings on the lot	Approx 3,400m2		
For residence class use or development -Total number of bedrooms	N/A		
Maximum height of new building(s) or structure(s) in metres	3.1m height for aquaponic extension		
Building setbacks – minimum distance to front, rear, and side boundaries in metres.  <i>Note: it will be necessary to peg out the general footprint of proposed structures at the subject land.</i>	Boundary	Distance	Orientation
	Front		
	Rear		
	Side	3m - existing science room site	South
	Side		
Wall construction material (external) & colour	Timber cladding - external - match colour with existing NICS eternal wall colours		
Floor construction material	Suspended timber substructure flooring		

Roof construction material & colour	Colourbond Roof - Cottage Green	
Frame construction material	Timber	
<b>WATER SUPPLY AND STORAGE</b>		
<i>Note: Please refer to DCP No. 2 - Water Resources for minimum water storage requirements.</i>	Existing water tank capacity in litres	270,000L
	New water tank capacity in litres	N/A
	Total combined water storage capacity in litres (new and existing tanks)	270,000L
<b>WASTEWATER MANAGEMENT SYSTEM</b>		
On-site wastewater management system planned as advised by Public Health and Environment Team: Please tick which applies.  <i>Note: Please refer to DCP No. 2 - Water Resources for minimum waste water management requirements.</i>	Connection to Norfolk Island sewer mains	Yes
	Onsite wastewater treatment system	
	System tank capacity in litres	
<b>ADVERTISING STRUCTURES AND SIGNS</b>		
Details on signage – type, size, total number of signs or structures (new and existing)  <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	N/A
	Total Display Area	
	Maximum height of structure	
	Total number of signs or structures	
<b>EARTHWORKS</b>		
Earthworks: 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>	N/A	
<b>OTHER STRUCTURES</b>		
Swimming pool - above ground / below ground, dimensions, (length, depth, width) construction materials and dimensions for associated decking / structures/ fences and gates.	N/A	

9. BUILDER'S DETAILS (if applicable; and if a builder has been selected)			
Name	TBC		
Phone No.		Email:	

10. CONSULTATION WITH COUNCIL INFRASTRUCTURE, SERVICES AND ENVIRONMENT STAFF	
<p><i>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.</i></p> <p><i>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.</i></p> <p><i>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.</i></p> <p><i>Please request the relevant staff member(s) to email their advice to you as the Applicant and to also email direct to <a href="mailto:planning@nirc.gov.nf">planning@nirc.gov.nf</a>. Alternatively, advice can be provided in the spaces below.</i></p>	
Contact	Comments
<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>	
<b>Public Health and Environment</b> Water storage and wastewater management requirements Douglas Donaldson Ph: 22001 Email: <a href="mailto:douglas.donaldson@nirc.gov.nf">douglas.donaldson@nirc.gov.nf</a>	
<b>Telecom</b> Team Leader, Simon Peapell Ph: 23905 Email: <a href="mailto:simon.peapell@nirc.gov.nf">simon.peapell@nirc.gov.nf</a>	
<b>Public Works</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>	
<b>Biodiversity</b> Protected trees, Argentine ants etc Team Leader, Douglas Donaldson Ph: 22001 Email: <a href="mailto:douglas.donaldson@nirc.gov.nf">douglas.donaldson@nirc.gov.nf</a>	

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

<b>12. ENVIRONMENTAL IMPACTS OF YOUR DEVELOPMENT</b>	
<i>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 <b>either</b>:</i>	
<ol style="list-style-type: none"> <li><i>1. Provide a Description of Potential Environmental and Heritage Impacts in your Development Application; or</i></li> <li><i>2. Submit a Statement of Environmental Effects with your Development Application; or</i></li> <li><i>3. Submit an Environmental Impact Statement prepared in accordance with the Planning Act 2002 (NI) &amp; Planning Regulations 2004 (NI) with your Development Application.</i></li> </ol>	
<i>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.</i>	
<b>Environmental Impact Statement attached:</b>	<input type="checkbox"/>
<b>Statement of Environmental Effects attached:</b>	<input type="checkbox"/>
<b>Description of Potential Environmental and Heritage Impacts:</b>	<input type="checkbox"/>
<b>Description of Potential Environmental and Heritage Impacts:</b>	
<i>Please describe the potential impact of your proposed use or development on the environment and heritage of the development site and surrounding area.</i>	
This project is the extension of existing Science Room Structure. Given the size is similar and the use will not change, then it is proposed that this will have no Environmental or Heritage impacts.	

<b>13. PLANS AND MAPS</b>	
<i>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.</i>	
X	<b>FLOOR PLANS</b> - 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 <b>to a scale of not less than 1:100.</b>
X	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.
X	<b>SITE PLAN</b> - Drawings to a scale of <b>not less than 1:500</b> 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 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> <li>- The levels of the site and of the floors of the building in relation to an adjoining street channel, if any.</li> </ul>
N/A	<b>EARTHWORKS PLAN</b> - Drawings (Site Plan) at a scale of <b>not less than 1:100</b> 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	<b>SUBDIVISION</b> - Preliminary Plan of Subdivision
X	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.

<b>14. SUPPORTING INFORMATION</b>	
<i>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)</i>	
Architectural drawings - Norfolk Island Central School Science Room Upgrade	
LandDealings9751 - Grant of Land in Fee Simple 44b, 44c, 44d	

<b>15. DEVELOPMENT APPLICATION AND / OR BUILDING APPLICATION - CHECKLIST OF REQUIREMENTS</b>			
<i>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.</i>			
<b>Requirement</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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.	X		
b) The use or development of the land at the date of application.	X		
c) The intended use or development of the land.	X		
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: **J Brown**

Date: 12 November 2024

**CONSIDERATION OF ADEQUACY FOR ACCEPTANCE – TO BE COMPLETED BY COUNCIL**

Application satisfactory to lodge and accept

Yes

No

Additional information required before the application will be accepted:

**Planning Act 2002 (NI):**

Development Approval Required:

Yes

Tick category:

Category of Development

Permitted Use or Development

Permissible (with consent) Use or Development

\*

Declared significant development

**Building Act 2002 (NI):**

Building Approval Required:

Yes

No

**APPLICATION ACCEPTANCE – TO BE COMPLETED BY COUNCIL**

Officer: **J Brown**

Date: 12 November 2024