

## Pre-Lodgement Consultation Service Agenda



**Location:** Lake Macquarie City Council, Administrative Centre, Speers Point

Item No.	Agenda Item	Responsibility
1	Attendees / Apologies	Council
2	Minute Format	Council
3	Proposal Overview	Proponent
4	Matters to be Discussed	Proponent

### Attendees

Please provide name and role of people attending the meeting

1	
2	
3	
4	

*\*Should you require more than four people in attendance please speak with Council to ensure seating arrangements are in place*

### Proposal Overview

Please provide an overview of the proposal to be discussed, including any site history and details of the intended development.

### Discussion Items

***Please nominate a maximum of THREE items for discussion.***

Please nominate relevant policy and/or issue to be discussed

1	
2	
3	
Additional matters if time allows (or an extended meeting is pre-booked)	
4	
5	

The primary focus of the 60 minute consultation is limited to the three key matters as nominated above. If time allows, additional matters may be discussed. Additional fees may apply if the meeting exceeds 1 hour in length. It is recommended you request a longer meeting time, should you wish to discuss more than three matters. Alternatively, subsequent pre-lodgement meetings may be booked.

The minutes will represent the critical outcomes of discussions with Council staff. The minutes will address the three nominated issues and are not intended to cover the full discussion. Other matters or issues may arise during assessment of a future application and these will need to be addressed at the time in consultation with the allocated assessing officer.

In any circumstance where plans are presented Council requires the plans to be supported by a full and proper site analysis, detailing the constraints of the site.

Examples of the types of issues:

<b>State Environmental Planning Policy (SEPP)</b>	
<i>EG: Item 1</i>	Please nominate relevant policy and issue(s) to be discussed
<b>Lake Macquarie Local Environmental Plan 2014 (LEP)</b>	
<i>EG: Item 2</i>	Zoning / Permissibility
<i>EG: Item 3</i>	Minimum subdivision size / subdivision / amalgamation
	Height of Buildings
<b>Development Control Plan 2014</b>	
	Streetscape, setbacks or site coverage
	Bulk and Scale
	Stormwater Management
	Environmental Concerns (eg tree removal, sea level rise etc)
	Landscaping
	Parking / Vehicular Access