APPLICATION FOR REVIEW OF DETERMINATION

Section 8.3 of the Environmental Planning and Assessment Act, 1979

About this form
Use this form to request Council to review a determination made in regard to a Development Application or a Section 4.55 Modification.

The application for review must be lodged within 6 months of Council's determination date.

Lodgement and Fees
Applications can be either made by completing this form or sending a letter to Council. The required fee must accompany any application for review.

Any questions
If you have any questions phone us on 9952 8222 or drop into our Customer Service Centre at 1 Pope Street, Ryde.

PART 1: APPLICANT AND LOCATION DETAILS

To apply, you must be the original applicant or any other person entitled to act on the Consent.

Please note that the applicant is the only person the City of Ryde will communicate with in the matter.

It is important that we are able to contact you if we need more information.

Title*  
[ ] Mr  [ ] Mrs  [ ] Ms  [ ] Miss  [ ] Other

Family Name (or company)*  
Given Names (or ACN)*

Street Address*  

Suburb*  

Postcode*  

Postal Address*  
We will post all correspondence to this address:

Suburb*  

Postcode*  

Preferred contact*  
[ ] Work  [ ] Home  [ ] Mobile

Work  

Home  

Mobile  

Fax  

Email  

LOCATION OF PROPERTY

We need this to correctly identify the land.

Unit No.  

House No.

Street  

Suburb  

Postcode  

Legal description of property  
(e.g. lot/DP etc.)
Explain your reasons for requesting the Review of Determination.
If there is insufficient room, please attach separate sheet.

AMENDMENTS TO APPLICATION

If amendments have been made to the development proposed, please describe the changes.
If amended plans are being submitted, 6 copies of each plan must be supplied plus 10xA4 copies if notification is required.
PART 3 : DECLARATION

I hereby make the application outlined above and I declare that all conditions of development consent have been complied with.

I also understand that if the information is incomplete, the application may be delayed or rejected or more information requested. I acknowledge that if the information provided is misleading, any approval granted “may be void”.

Signature*  
Date*  

HOW TO LODGE THIS APPLICATION

Once completed, forms can be submitted:

**In person**  
Ryde Customer Service Centre,  
1 Pope Street, Ryde NSW 2112  
Operating hours: Monday to Friday, 8.30am - 5.00pm  
Note: second Thursday of each month hours are 10am - 5.00pm

**Via post**  
General Manager  
City of Ryde  
Locked Bag 2069,  
North Ryde NSW 1670

Additional information: For more information visit [www.ryde.nsw.gov.au](http://www.ryde.nsw.gov.au) or call the Ryde Customer Service Centre on 9952 8222.

*We recommend that you consult with the City of Ryde Customer Service Team before lodging this application.*

FEES

Fees are calculated on the number of lots involved. Ask us for details.

PAYMENT METHODS

**By mail**  
Cheque or Money Order

**In person**  
Cash, Cheque, Money Order, Mastercard, Visa, AMEX and/or EFTPOS  
Restrictions may apply to the use of credit cards. Please contact the City of Ryde Customer Service Centre for advice.  
Make cheques payable to “City of Ryde”.

*We will acknowledge that we have received your application. You will receive a receipt specifying the amount of fees paid and the registration number of the application.*

OFFICE USE ONLY

<table>
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<tr>
<th>Property Address</th>
<th>DA Number</th>
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DA Determination date is less than 6 months

Development Application is not an integrated development

Applicant is the same as the original DA

If not, written consent from the applicant must be provided

Fees payable upon lodgement

Review Fee (EPA Reg 2000 cl 257, 257A, 258A)

Notification / Advertising

Has the application been amended?

If yes, 3 sets of amended plans submitted with changes clearly shown

3 x A4 Notification copies

Complete electronic version (PDF) submitted
INFORMATION ABOUT MAKING AN APPLICATION TO REVIEW A DETERMINATION

What is a Section 8.3 Review of Determination?
Section 8.3 of the Environmental Planning and Assessment Act, enables an applicant to request Council to review a determination made in regard to a Development Application or a Section 4.55 Modification.

When can an Application for a Review of Determination be made?
An application for review must be lodged within 6 months of Council’s determination date of the Development Application or Section 4.55 Modification.

The application must be made by the original applicant of the application, or person(s) having written consent from the applicant to lodge the request for review on their behalf.

What must be included in an Application for Review of Determination?
Your application must clearly explain the reasons why you are requesting a review, and any amendments that you wish to make to the development proposal. If these changes involve changes to the design, the application must include copies of plans that show these changes.

- Plans should clearly identify changes
- Plans should include: site plan, elevations, floor plan and/or sections.
- Changes should be in colour
- 3 copies of each plan must be supplied
- 3 x A4 copies if notification is required
- Electronic version (PDF) of complete application.
- 3 copies of completed application form or covering letter

You must also provide all relevant documents that support your application.

Note: From 1 March 2018, three (3) copies of all plans and documentation must be submitted as part of the application plus one (1) electronic version (PDF).

Privacy Notification
In completing this form you will be prompted to supply information that is personal information for the purposes of the Privacy and Personal Information Act 1998. The supply of this information is voluntary. If you cannot provide, or do not wish to provide the information sought, the Council may be unable to process your request. With regard to Subdivision Certificate Applications, Council requires the provision of owner’s name and address with signature(s) to verify owner’s permission. This information is available for public inspection. Council is required under the Act to inform you about how your personal information is being collected and used. If you require further information please contact Council’s Customer Service Centre on 9952 8222 and ask for an information sheet to be forwarded to you.