

# Pre-DA Lodgement Meeting Request Form

**Lodge Applications** at Ballina Shire Council • 40 Cherry Street Ballina (Mon-Fri 8.15am to 4.30pm)  
**mail** PO Box 450 Ballina 2478 • **e** council@ballina.nsw.gov.au  
**t** 1300 864 444 • **w** ballina.nsw.gov.au • **credit card payments** terminal22@ballina.nsw.gov.au

Use this form to request a pre-DA lodgement meeting to discuss a prospective development proposal. Once completed, you can submit this form together with the required information and fee payment. Please refer to the pre-DA Lodgement Meeting Factsheet on Council's website for further information. If this form is not completed correctly or is not accompanied by all the necessary information, processing delays may result or the form may be returned to you.

## Payment Method

**By mail or in person**     **Credit Card** *credit card surcharge fee of 0.5% will apply for credit card transactions*  
*Email application form and other related documentation to **terminal22@ballina.nsw.gov.au***  
*Applicant will be contacted by a Council Officer to process the credit card payment.*

## 1. Applicant Details notes from the meeting will be forwarded to the email address detailed below

**Applicant Title**    **First Name**    **Surname**  
       

**Company / Organisation**

**Phone** *daytime*    **Mobile**    **Email Address**  
       

## 2. Property and Proposed Development Details

**Unit/Street No.**    **Street Name**    **Suburb**  
       

**Lot/DP or Lot/Section/DP or Lot/Strata Plan No.**    **Estimated Cost of Development**  
   

**Description of Proposed Development**

Does the proposed development constitute a Major Subdivision under Chapter 3 - Urban Subdivision, Clause 3.2 of the Ballina DCP 2012?     **Yes**     **No**

## 3. Meeting Details

**Items for Discussion**

**Preferred Meeting Dates and Times**    **List of Meeting Attendees**  
   

### Office Use Only

Receipt Type: 32 Planning Pre-Lodgement Meeting Request 2019/20 Fee: \$380 minimum (up to 1 hour) + additional \$215 per hour or part thereof.

Receipt Type: 38 Building Pre-DA/CDC Lodgement Meeting and Inspection Fee: \$245 hourly  
**Parcel No.**    **Amount paid \$**    **Receipt No.**

**Date received**