

NORFOLK ISLAND

Regional Council

ABN 6010 3855 713

APPLICATION FOR DEVELOPMENT APPROVAL AND / OR BUILDING APPROVAL

APPLICATION NO.	DA	7/2025
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1. APPLICANT DETAILS (May be an agent acting on behalf of a landowner)			
Name Applicant 1	CHARLIE HUveneERS		
	First Name	Last Name	
Name Applicant 2			
	First Name	Last Name	
Postal Address	BIOLOGICAL SCIENCES 140 PO BOX 2100, ADELAIDE, SA 5001		
Phone No.	0405 635 257	Mob. No.	
Email (s)	CHARLIE.HUveneERS@FLINDERS.EDU.AU		
Signature Applicant 1			
Signature Applicant 2			

2. LANDOWNER(S) DETAILS (if not the Applicant)			
Name <i>Kingston Pier</i>	First Assistant Secretary (FAS) for Territories (Infrastructure)		
	First Name Kim	Last Name Forbes	
Name <i>Cascade Pier</i>	NORFOLK ISLAND REGIONAL COUNCIL		
	First Name Scott	Last Name Hackney	
Postal Address			
Phone No.	Kingston: OFFICE OF K. Forbes: 02 6136 7856	Cascade: OFFICE OF S. HACKNEY: 53065	
Email	Kingston: kim.forbes@infrastructure.gov.au	Cascade: S. HACKNEY: scott.hackney@nirc.gov.nf	
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	 3/10/25		
Landowner 2			19 November 2025

3. PROPERTY DESCRIPTION							
Address	KINGSTON (PRECINCT H OF KAHVA) AND CASCADE PIERS; REFERRED TO AS 'K' AND 'C', RESPECTIVELY BELOW						
Portion No. <i>Preferred locations (x2 sites) noted</i>	K: 182 C: Cascade Road Reserve	Lot No.		Section No.		Land Area:	
Please attach a copy of the Title Search for the subject property: Attached							
Current Land Use	K - Pier; C- Road						
Land Tenure		Freehold		Crown Lease	K	Un-alienated Crown Land	
	C	Road Reserve		Vacant Crown Land			
Zoning		Rural		Mixed Use		Open Space	Airport
		Rural Residential		Business	K	Conservation	C Roads
		Residential		Industrial		Special Use	

4. THE TYPE(S) OF USE, DEVELOPMENT AND / OR BUILDING INCLUDED IN THIS APPLICATION <i>(please tick where relevant)</i>		
<input type="checkbox"/>	Residential	E.g. Dwelling House, Dual Occupancy, Multiple Dwellings
<input 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 type="checkbox"/>	Change of Use	Changing the purpose of a premises e.g. from residence to holiday house, from shop to offices.
X	Signage	E.g. Advertising structures and signs, Directional and guidance signs.
<input type="checkbox"/>	Earthworks	Excavation, filling, site works
<input type="checkbox"/>	Other	

Officer's Mess, New Military Barracks, Quality Row, Kingston

5. THE ACTIVITIES INVOLVED IN THE PROPOSED USE OR DEVELOPMENT <i>(please tick where relevant)</i>	
X	Erecting, altering or adding to a building or structure
<input type="checkbox"/>	A temporary building, structure, or use
<input type="checkbox"/>	Subdividing land
<input type="checkbox"/>	Demolition
<input 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)

DEVELOPMENT OF TWO INTERPRETIVE SIGNS AT KINGSTON PIER (AFFIXED DIRECTLY ON AN EXISTING HORIZONTAL WOODEN BOLLARD)

AND ONE SIGN AT CASCADE PIER (AFFIXED TO THE GROUND VIA ONE COLUMN) DESCRIBING EDUCATIONAL INFORMATION ABOUT SHARK

BEHAVIOUR AND BIOLOGY, LOCAL FISHING, AND SUSTAINABLE INTERACTIONS WITH THE WATERS AROUND NORFOLK ISLAND. THE SIGNS

AT KINGSTON (100 X 25 CM (X2)) AND CASCADE (84.1 x 59.4 CM (A1)) WILL ENSURE NATURAL AND HERITAGE VALUES ARE MAINTAINED.

A SMALL IDENTIFYING SHARK INSIGNIA (~30 X 15 CM) WILL ALSO BE AFFIXED TO FRONT OF KINGSTON PIER BOLLARD. SEE SUPPORT DOCUMENT FOR MORE INFORMATION.

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

\$ 5000

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

Gross floor area of all new proposed buildings			
Gross floor area of all existing buildings on site			
Total roof area (sqm) of all buildings on the lot			
Total number of bedrooms			
Maximum height of new building(s) or structure(s) in metres			
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		
	Side		
Wall construction material (external) & colour			
Floor construction material			
Roof construction material & colour			

Frame construction material		
Water supply and storage <i>Note: Please refer to DCP No. 2 - Water Resources for minimum water storage requirements.</i>	Water tank material	
	Water tank capacity (existing)	
	Water tank capacity (new)	
	Total combined capacity (new and existing tanks)	
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	
	System tank capacity	
Advertising Structure or Sign - construction material, 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	METAL, WOOD
	Total Display Area	C: 84.1 X 59.4 CM (A1) PLUS BRACKETS K: 100 X 25 CM (X2) + 30 X 15 CM SHARK EMBLEM
	Maximum height of structure	C: 1.25 M ABOVE GROUND LEVEL K: 0.5 M ABOVE GROUND LEVEL
	Total number of signs or structures	4
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 ² and m ³) <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>	<p>KINGSTON: THE TWO SIGNS WILL BE DIRECTLY ATTACHED FLAT AND SIDE-BY-SIDE (VIA SCREWS) TO AN EXISTING BOLLARD ON THE PIER. THE SIGNS WILL NOT OVERHANG THE BOLLARD. NO EARTHWORKS ARE NEEDED. ONE SHARK EMBLEM WILL ALSO BE AFFIXED TO FRONT OF BOLLARD AS AN IDENTIFYING MARKER</p> <p>CASCADE: THE PROPOSED ADVERTISING STRUCTURE WILL BE A 'POLE OR FREESTANDING OR PYLON' (PERMISSIBLE WITH CONSENT IN 'ROAD' ZONES). SPECIFICALLY, THE INTERPRETIVE SIGN IS PROPOSED TO BE AFFIXED TO A ONE COLUMN VERTICAL WOODEN BEAM EXTENDING FROM THE GROUND OVERLOOKING THE PIER. EARTHWORKS WILL BE REQUIRED TO DIG INTO THE GROUND AND POUR CONCRETE TO SECURE THE BEAM. THE COLUMN OF EARTHWORKS WILL BE ~4M² AND ~4M³.</p>	
Swimming pool - above ground / below ground, dimensions, (length, depth, width) construction materials and dimensions for associated decking / structures/ fences and gates.		

9. BUILDER'S DETAILS (if applicable; and if a builder has been selected)			
Name	SIGNS: MILLER METAL IMAGING ((02) 6685 5463; info@millermetalimaging.com) CASCADE STRUCTURE: HUNKY EVANS (52380; hunkyevans@gmail.com) KINGSTON (CONSULTATION FOR AFFIXING SIGNS): MIKE JOHNSTON (INFRASTRUCTURE)		
Phone No.		Mob No.	
Email:			

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. Alternatively, advice can be provided in the spaces below.

Contact	Comments
Electricity Team Leader, John Christian Ph: 22078, 23206 Email: john.christian@nirc.gov.nf Mitchell Graham Email: mitchell.graham@nirc.gov.nf	
Waste & Environment Water storage and wastewater management requirements Team Leader, Arthur Travalloni Ph: 22609 Email: arthur.travalloni@nirc.gov.nf	
Fire Service Team Leader, Shane Wallis Ph: 22049 Email: shane.wallis@nirc.gov.nf	
Telecom Team Leader, Simon Peapell Ph: 23905 Email: simon.peapell@nirc.gov.nf	
Public Works Road works, driveways Section Leader, Mal Snell Ph: 22006 Email: malcolm.snell@nirc.gov.nf	
Environment Protected trees, Argentine ants etc Senior Environmental Officer, Tara Patel Ph: 22001 Mob 51097 Email: tara.patel@nirc.gov.nf	

11. OTHER APPROVALS	
<i>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.</i>	
	<i>Environmental Protection and Biodiversity Protection Act 1999 (Cth). Please refer to http://www.environment.gov.au/protection/environment-assessments</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>

12. ENVIRONMENTAL IMPACTS OF YOUR DEVELOPMENT	
<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 either:</i>	
<ol style="list-style-type: none"> <i>1. Provide a Description of Potential Environmental and Heritage Impacts in your Development Application; or</i> <i>2. Submit a Statement of Environmental Effects with your Development Application; or</i> <i>3. Submit an Environmental Impact Statement prepared in accordance with the Planning Act 2002 (NI) & Planning Regulations 2004 (NI) with your Development Application.</i> 	
<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>	
Environmental Impact Statement attached:	
Statement of Environmental Effects attached:	
Description of Potential Environmental and Heritage Impacts:	X
Description of Potential Environmental and Heritage Impacts:	
<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>	
A SELF-ASSESSMENT OF THE PROPOSED ADVERTISING STRUCTURES, AS INSTRUCTED BY SECTION 2.8 OF	
DCP 7, CONCLUDED THAT THE 'ACTION' OF DEVELOPMENT AND INSTALLATION OF THE PROPOSED SIGN IS NOT	
LIKELY TO HAVE A SIGNIFICANT IMPACT (WITHIN THE EPBC ACT) ON THE ENVIRONMENT, CULTURAL VALUES,	
OR HERITAGE SIGNIFICANCE OF KAVHA OR OTHER AREAS. KINGSTON WILL ENTAIL AFFIXING THE SIGNS TO AN	
AN EXISTING STRUCTURE, WHICH HAS BEEN DECIDED AFTER CONSULATION WITH THE KAVHA SECRETARIAT.	
CASCADE WILL POTENTIALLY ENTAIL DISTURBING THE MARGINS OF A GRAVEL PARKING AREA TO ERECT THE	
STRUCTURE, BUT WILL NOT DISTURB NATURAL SURFACE. SEE SUPPORTING DOCUMENT FOR MORE INFORMATION.	

15. DEVELOPMENT APPLICATION AND / OR BUILDING APPLICATION - CHECKLIST OF REQUIREMENTS

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.

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.	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;			X
(ii) rights of way, easements and covenants affecting the land;			X
(iii) existing buildings, works, trees, and vegetation;			X
(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;			X
(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;			X
(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;			X
(vii) existing and proposed landscaping – including details of site beautification, tree planting, and screening;			X
(viii) the materials proposed for construction purposes and the colour of such materials on all exterior surfaces;			X
(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		
(x) floodlighting and other exterior lighting including the location and strength of illumination.		X	
(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	X		
(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.			X

LODGEMENT DETAILS

You can lodge the completed Application by:

Email: 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 12 25

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

X

Declared significant development

Building Act 2002 (NI):

Building Approval Required:

Yes

No

APPLICATION ACCEPTANCE – TO BE COMPLETED BY COUNCIL

Officer: J Brown

Date: 16 12 25

Recorded and enrolled at the Registrar's Office, Norfolk
Island this 2ND day of JUNE, 1976 at 10:00 o'clock in
the FORE noon & numbered 901 37 Fb



THE TERRITORY OF NORFOLK ISLAND

PROCLAMATION

AUSTRALIA

BY HIS EXCELLENCY THE
GOVERNOR-GENERAL
OF AUSTRALIA

John R. Kerr

GOVERNOR-GENERAL

W H E R E A S it is provided by section three of the Commons
and Public Reserves Ordinance 1936 of Norfolk Island that the
Governor-General may, by Proclamation, declare any Crown land
to be a common or public reserve, and any such common or
public reserve shall be under the care and control of the
Administrator:

AND WHEREAS by Proclamation dated the eighth day of October,
One thousand nine hundred and forty, the land described in
Paragraph (1) of Part II of the Schedule thereto was declared
to be a public reserve for pasturage and other purposes and
designated Kingston Common Reserve:

AND WHEREAS by Proclamation dated the fifteenth day of August,
One thousand nine hundred and fifty-six, certain land described
in the Schedule thereto was excised from the said Reserve:

AND WHEREAS by Proclamation dated the second day of September,
One thousand nine hundred and sixty-nine, the land described in

the Schedule thereto was declared to be a public reserve for pasturage and other purposes and included in the Kingston Common Reserve:

AND WHEREAS it is considered desirable that the land specified in the Schedule hereto should be declared to be a public reserve for pasturage and other purposes and that the said land be included in the Kingston Common Reserve:

NOW THEREFORE, I, SIR JOHN ROBERT KERR the Governor-General of Australia, acting with the advice of the Executive Council, hereby declare the land specified in the Schedule hereto to be a public reserve for pasturage and other purposes and that it be included in the Kingston Common Reserve.

S C H E D U L E

ALL THAT piece of land situate in Norfolk Island being Portion 182 and containing an area of 5765 square metres more or less: Commencing at a point being the intersection of the western side of Country Road and a northeastern boundary of the Kingston Common Reserve and bounded thence by northeastern boundaries of that reserve and northeastern boundaries of Portion 78a bearing successively 331 degrees 19 minutes 20 seconds 62.7 metres 290 degrees 58 minutes 30 seconds 92.22 metres 313 degrees 8 minutes 40 seconds 70.45 metres to a point on the southern side of Country Road thence by the southern and western sides of that road bearing successively 114 degrees 51 minutes 10 seconds 55.83 metres 94 degrees 34 minutes 109.64 metres 176 degrees 9 minutes 20 seconds 102.21 metres 158 degrees 33 minutes 10 seconds 2.17 metres to the point of commencement.

GIVEN under my hand and the Great Seal of Australia on
28 April 1976.



By his Excellency's Command,

A handwritten signature in cursive script, appearing to read "Reginald G. Withers".

REGINALD G. WITHERS

Minister of State for Administrative Services

TERRITORY OF NORFOLK ISLAND.

LEASE OF CROWN LAND.

No. 370

ELIZABETH THE SECOND BY THE GRACE OF GOD, of the United Kingdom
Australia and Her other Realms and Territories Queen,
Head of the Commonwealth, Defender of the Faith:

TO ALL TO WHOM THESE PRESENTS SHALL COME:

GREETING:

KNOW YE that We do by these Presents grant unto THE NORFOLK WHALING COMPANY LIMITED OF NORFOLK ISLAND (hereinafter referred to as "the Lessee" which expression shall where the context so admits or requires be deemed to include the Lessee his executors administrators and permitted assigns) ALL THAT piece or parcel of Crown land containing an area of one acre and thirty-five perches (1a Or 35p) being Portion 162 more particularly described in the Schedule hereto and delineated in the Plan annexed hereto and therein edged red EXCEPTING AND RESERVING unto Us Our Heirs and Successors and to any person duly authorized in that behalf by the Minister of State for Territories full power and authority at any time and from time to time in the daytime to enter upon view and inspect the said land AND RESERVING unto Us Our Heirs and Successors the power of resuming the said land or any part thereof as hereinafter provided AND ALSO RESERVING unto Us Our Heirs and Successors all pine and pine trees with full power from time to time in the daytime to enter upon the land and cut and remove the same.

TO HOLD the said land unto the Lessee for the term of twenty-eight (28) years from the first day of January One thousand nine hundred and fifty-six.

SUBJECT to the Crown Lands Ordinance 1913-1951 as amended from time to time AND subject to the conditions provisions and covenants hereinafter declared and contained YIELDING AND PAYING therefor unto Us Our Heirs and Successors during the said term the yearly rent of Fifty pounds in advance before the first day of January in each year. All payments of rent due and payable prior to the date hereof to be made on or before the execution hereof.

AND the Lessee doth hereby covenant and agree with Her Majesty Her Heirs and Successors in manner following that is to say -

1. THAT the lessee will pay the rent reserved at the times hereinbefore appointed for payment thereof without any deduction or abatement on any account whatever to the Administrator of Norfolk Island (hereinafter called the "Administrator" which expression shall where the context so admits or requires be deemed to include the person for the time being acting as Administrator) or to such other Officer as may from time to time be appointed by the Administrator to receive payment of the same.

Recorded and enrolled at the Registrar's Office, Norfolk Island this 31st day of August 1956 at 4.15 p.m. in the afternoon & numbered 370

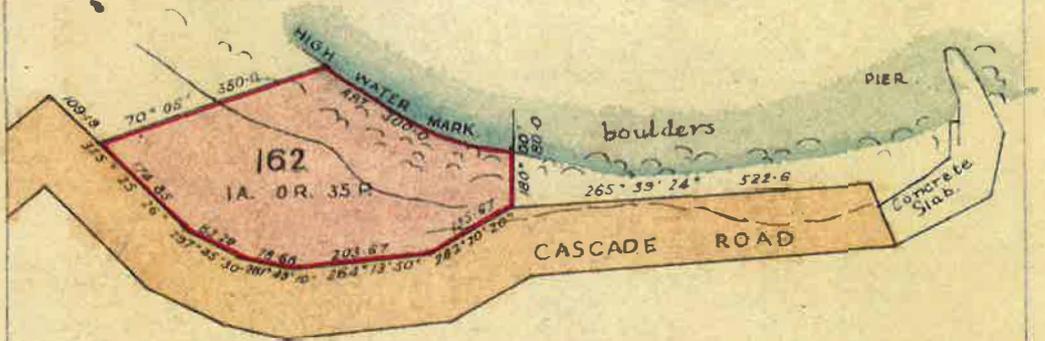
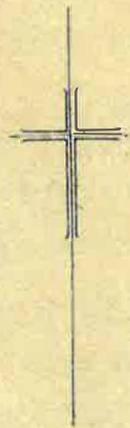
Chas. B. Puffer
by Registrar



NORFOLK ISLAND

PLAN OF PORTION 162

Scale: 2 Chains to an Inch



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