

# NORFOLK ISLAND

## Regional Council

ABN 6010 3855 713

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

APPLICATION NO.	DABA	16/2025
-----------------	------	---------

1. APPLICANT DETAILS (May be an agent acting on behalf of a landowner)			
Name Applicant 1	David W. Evans		
	First Name	Last Name	
Name Applicant 2			
	First Name	Last Name	
Postal Address	c/o P.O. Box 132		
Phone No.		Mob. No.	52380
Email (s)	hunkyevans@gmail.com		
Signature Applicant 1	D.W. Evans,		
Signature Applicant 2			

2. LANDOWNER(S) DETAILS (if not the Applicant)			
Name			
	First Name	Last Name	
Name			
	First Name	Last Name	
Postal Address			
Phone No.		Mob. No.	
Email			
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			
Landowner 2			

This DA was prepared by P. Swynenburg, Mob 50320, Email pswyn63@gmail.com

3. PROPERTY DESCRIPTION							
Address	103 Red Road, Norfolk Island						
Portion No.	178a8	Lot No.	48	Section No.	10	Land Area:	3.839ha
Please attach a copy of the Title Search for the subject property:							
Current Land Use	Residential						
Land Tenure	<input checked="" type="checkbox"/>	Freehold		Crown Lease		Un-alienated Crown Land	
		Road Reserve		Vacant Crown Land			
Zoning	<input checked="" type="checkbox"/>	Rural		Mixed Use		Open Space	Airport
		Rural Residential		Business		Conservation	Roads
		Residential		Industrial		Special Use	

4. THE TYPE(S) OF USE, DEVELOPMENT AND / OR BUILDING INCLUDED IN THIS APPLICATION (please tick where relevant)		
<input checked="" type="checkbox"/>	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
	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
<input checked="" type="checkbox"/>	Alterations and Additions	Structural changes to existing structure(s)
<input checked="" type="checkbox"/>	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)	
<input checked="" type="checkbox"/>	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)

Machinery Shed: Extension of the existing storage shed using materials and finishes consistent with the current structure.

2nd Dwelling: Construction of a 2nd dwelling attached to the existing shed, with external materials, finishes, and roofline to match the existing structure. Includes a bedroom, bathroom, kitchen/living area, and private access.

Water Tanks: Installation of three 45,000-litre underground concrete water storage tanks.

Garage: Construction of a freestanding garage with a Colorbond roof and suitable base.

House Extension: Addition of one bedroom to the existing dwelling, designed to match the existing roofline and materials.

### Machinery Shed

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	17.0 mtr	South
	Rear	186.0 mtr	North
	Side	108.0 mtr	West
	Side	77.0 mtr	East

### 2nd Dwelling

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	19.1 mtr	South
	Rear	195.0 mtr	North
	Side	53.0 mtr	East
	Side	136.0 mtr	West

### House 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	14.3 mtr	South
	Rear	55.0 mtr	North East
	Side	3.55 mtr	East
	Side	188.0 mtr	West

### Garage

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	1.5 mtr	South
	Rear	70.0 mtr	North East
	Side	3.7 mtr	East
	Side	188 mtr	West

### 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	\$ 285,600.00
--------------------------------------------	---------------

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

Gross floor area of all new proposed buildings	238 m²		
Gross floor area of all existing buildings on site	191 m²		
Total roof area (sqm) of all buildings on the lot	302 + 246 = 548 m²		
For residence class use or development -Total number of bedrooms	Existing house = 2 2nd Dwelling = 1		
Maximum height of new building(s) or structure(s) in metres	Machinery shed = 4.0 mtr 2nd dwelling = 3.5 mtr Garage / house = 3.4 mtr		
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	See Above	
	Rear		
	Side		
	Side		
Wall construction material (external) & colour	Cement sheeting, Granosite coating, off-white		
Floor construction material	Concrete		

Roof construction material & colour	Colorbond steel, white	
Frame construction material	Treated 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	31,500 ltr
	New water tank capacity in litres	135,000 ltr
	Total combined water storage capacity in litres (new and existing tanks)	166,500 ltr (37,000 gal)
<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	N/A
	Onsite wastewater treatment system	Septic Tank System
	System tank capacity in litres	See earlier Dev.App lodged in 2017
<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	N/A
	Maximum height of structure	N/A
	Total number of signs or structures	N/A
<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>	3x Underground Tanks (3 x 55.5) 166.5 M <sup>3</sup>  2nd Dwelling Subfloor 85.5 M <sup>3</sup>  Total Volume 252.0 M <sup>3</sup>  Total Ground Area 238.0 M <sup>2</sup>	
<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	D. W. Evans		
Phone No.	52380	Email:	hunkyevans@gmail.com

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>	the D.A. from what I can understand the two buildings in question have their own separate electricity supply. Each separate building must have a meter at the boundary fence. The electrical contractor before the additions must check if the consumers mains is sufficient to supply the requirements for the said development application. This will be required to be signed on the Ready for Test as being done. Each separate building that will be require separate metering the meter must be located at front boundary. The NIRC infrastructure is sufficient to provide supply
<b>Public Health and Environment</b> Water storage and wastewater management requirements Tanya Bandow Ph: 22001 Email: <a href="mailto:tanya.bandow@nirc.gov.nf">tanya.bandow@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>	No Reply
<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>	No Reply
<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>	Removal of Protected Trees. These will need to be applied for through the attached form. I'll pop out and assess and any approvals will be issued once the DA has been approved. With the form can I please request a map (satellite image) with the trees in question highlighted?  Argentine Ants This portion is within an active Argentine Ant Eradication Program (AAEP) Zone (Zone 13). This will result in a condition placed on the development that any materials removed from the site will need to be inspected and treated by a member of the AAEP team.

11. OTHER APPROVALS	
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>Environmental Protection and Biodiversity Protection Act 1999 (Cth)</i> . Please refer to <a href="http://www.environment.gov.au/protection/environment-assessments">http://www.environment.gov.au/protection/environment-assessments</a>
	<i>Crown Lands Act 1996 (NI)</i> – applies to Crown land.
	<i>Local Government Act 1993 (NSW)(NI)</i> – approvals may be required for specified activities.
X	<i>Trees Act 1997 (NI)</i> – permit required to remove protected trees. Please refer to the <i>Trees Regulations 1999</i> - Schedule of Protected Trees.
	<i>Public Reserves Act 1997 (NI)</i> – permit required for an activity in a Public Reserve.
	<i>Subdivision Act 2002 (NI)</i> – registration of plan of subdivision.
	<i>Tourist Accommodation Act 1984 (NI)</i> – registration of tourist accommodation.
	<i>Sale of Food Act 1950 (NI)</i> – licence required for production and / or sale of food.
	<i>Liquor Act 2005 (NI)</i> – licence required to supply liquor.
	<i>Heritage Act 2002 (NI)</i> – Proposals for use or development that affect listed heritage items .
	<i>Roads Act 2002 (NI)</i> – opening and closing public roads.
	Other Approvals

12. ENVIRONMENTAL IMPACTS OF YOUR DEVELOPMENT	
<p>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>:</p> <ol style="list-style-type: none"> <li>1. Provide a Description of Potential Environmental and Heritage Impacts in your Development Application; or</li> <li>2. Submit a Statement of Environmental Effects with your Development Application; or</li> <li>3. Submit an Environmental Impact Statement prepared in accordance with the Planning Act 2002 (NI) &amp; Planning Regulations 2004 (NI) with your Development Application.</li> </ol> <p>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.</p>	
Environmental Impact Statement attached:	
Statement of Environmental Effects attached:	
Description of Potential Environmental and Heritage Impacts:	
<p><b>Description of Potential Environmental and Heritage Impacts:</b> Please describe the potential impact of your proposed use or development on the environment and heritage of the development site and surrounding area.</p> <p>The proposed development includes the construction of a machinery shed, a second dwelling, an extension to the existing house, a freestanding garage, and the installation of three underground concrete water storage tanks on a 238 m<sup>2</sup> site. The site is not located within any heritage conservation area, and no known heritage items are present on or adjacent to the property.</p> <p>All building works will occur on previously cleared, grass-covered areas of the site with low ecological sensitivity. As part of site preparation, two White Oak trees (a protected species) will be removed. Appropriate approvals will be obtained, and compensatory planting or landscaping offsets will be considered where required.</p>	

The total volume of earthworks is approximately 252 m<sup>3</sup>, primarily for tank excavations and footings. Excess excavated material will be used on-site to level an area near the property entrance for parking, thereby reducing transport impacts and spoil disposal off-site.

The machinery shed will be used for wood processing activities, which will generate wood shavings and fine dust. To mitigate airborne particle emissions and manage waste responsibly, a two-stage dust extraction system will be installed. This system will capture large particulate matter (wood chips and shavings) and deposit it directly into a mobile trailer for scheduled removal to a licensed waste management facility. Fine airborne dust will be filtered and separated from the air stream, ensuring clean air is discharged and minimising localised air quality impacts.

Standard construction-phase management will include erosion and sediment controls, along with noise and dust suppression in accordance with best practice. There are no watercourses or drainage lines in proximity to the works area, and the site is not mapped as flood-affected.

Upon completion of the project, roof catchment from all new and existing buildings will be directed to the underground concrete water tanks to facilitate on-site water harvesting.

The site is serviced by an existing septic tank system, installed in 2017-2018, which was designed to accommodate future expansions such as those proposed in this project. No upgrade or modification of the system is currently anticipated.

Given the confined scope of works, on-site dust mitigation measures, reuse of spoil, and absence of significant environmental constraints, the proposed development is expected to have a low environmental impact and no adverse heritage impacts.

## Justification for Front Boundary Setback Encroachment

Under current planning controls, a structure may not be built within 10 metres of the front boundary. This proposal seeks a variation to allow the construction of a carport within this setback, at a distance of approximately 1.5 metres from the front boundary.

The variation is sought for the following reasons:

### Site Constraints and Topography

The subject land has a steep gradient falling towards the rear of the site. The proposed location is one of the few relatively level areas suitable for construction without extensive earthworks. Positioning the carport closer to the road allows the structure to be built on stable, accessible ground and avoids disruption to the natural slope and drainage patterns.

### Functional Access and Integration

Locating the carport near the front boundary provides direct and practical access to the dwelling. This proximity supports ease of vehicle movement, passenger access, and all-weather usability—particularly important for occupants with limited mobility or in areas with frequent rainfall.

### Consistency with Surrounding Development

The locality contains other structures that have been built within the front setback, primarily due to similar topographical or access-related constraints. The proposed carport is of modest scale and sympathetic design (e.g., low height and open-sided), minimising its visual impact.

### Minimal Impact on Amenity or Streetscape

The carport is non-habitable and of low visual bulk. It will not obstruct views, dominate the streetscape, or impact neighbouring properties. Landscaping can be used to further soften its appearance if required.

## Earthworks and Soil Management

To establish suitable building platforms and access, approximately 238 cubic metres of earth will be removed. Owing to the site's natural topography—which slopes steeply away from the front boundary—the excavated material will be relocated to the north-east side of the site, as shown on Drawing – A3-02 of the plan set accompanying this Development Application.

The fill will be deposited without compaction, directly over the existing grass cover. This approach enables natural grass regrowth through the fill, assisting in surface stabilisation. Where erosion risk is identified during the re-grassing phase, appropriate drainage and erosion control measures will be implemented to manage runoff and protect soil integrity.

The designated development area is located within a known Argentine Ant problem zone. All earthworks and soil handling will follow site management practices aimed at minimising the risk of spreading infestation during construction.

Overall, this component of the development has been carefully planned to work with the natural landform, minimise environmental disturbance, and remain consistent with the objectives of the Rural Zone planning provisions. The proposal avoids unnecessary vegetation removal and reduces reliance on off-site soil disposal, supporting both ecological and practical outcomes.

### 13. PLANS AND MAPS

*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.*

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 showing:</b> <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>
X	<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>
	<b>SUBDIVISION</b> - Preliminary Plan of Subdivision
	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.

## 14. SUPPORTING INFORMATION

*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)*

[illegible]

15. DEVELOPMENT APPLICATION AND / OR BUILDING APPLICATION - CHECKLIST OF REQUIREMENTS			
<p><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. <b>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.</b> 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></p>			
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.			
d) A plan or plans drawn to a scale available on a standard scale rule which show clearly:	X		
(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](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: 28 July 2025

**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:

Supporting Statements

**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: 05 August 2025