

# NORFOLK ISLAND

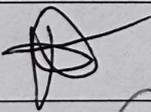
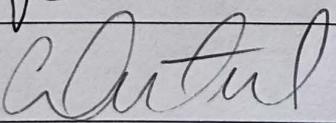
Regional Council

ABN 6010 3855 713

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

<b>APPLICATION NO.</b>	DABA	3/2026
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<b>1. APPLICANT DETAILS (May be an agent acting on behalf of a landowner)</b>			
Name Applicant 1	James Quintal		
	First Name	Last Name	
Name Applicant 2			
	First Name	Last Name	
Postal Address	PO BOX 979 NORFOLK ISLAND		
Phone No.		Mob. No.	53100
Email (s)	Info@seascapenorfolk.com		
Signature Applicant 1			
Signature Applicant 2			

<b>2. LANDOWNER(S) DETAILS (if not the Applicant)</b>		See attachment for additional landowner signatures	
Name	James.		Quintal
	First Name	Last Name	
Name	Claire.		Quintal
	First Name	Last Name	
Postal Address	PO BOX 979 NORFOLK ISLAND		
Phone No.		Mob. No.	50098
Email	info@seascapenorfolk.com		
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			

2. LANDOWNER(S) DETAILS (if not the Applicant)			
Name			
	First Name	MICHAEL	Last Name
Name			
	First Name	MARIE	Last Name
Postal Address	PO BOX 682 MONA VALE NSW 1660.		
Phone No.		Mob. No.	+61 0414259688
Email	zappabell@hotmail.com		
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			

2. LANDOWNER(S) DETAILS (if not the Applicant)			
Name			
	First Name	OLIVER	Last Name
Name			
	First Name		Last Name
Postal Address	PO BOX 682 MONA VALE NSW 1660		
Phone No.		Mob. No.	+61 430 025 925
Email	bell.oli@outlook.com		
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			

3. PROPERTY DESCRIPTION							
Address	148 Collins Head Road						
Portion No.	57B21	Lot No.	111	Section No.	3	Land Area:	6622m2
Please attach a copy of the Title Search for the subject property:							
Current Land Use							
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 <i>(please tick where relevant)</i>		
	<b>Residential</b>	E.g. Dwelling House, Dual Occupancy, Multiple Dwellings
	<b>Tourist Accommodation</b>	E.g. Accommodation Units, Hotel, Resort, Tourist Park
	<b>Commercial</b>	E.g. Business Premises, Food & Drink Premises, Shop, Tourist Attraction, Entertainment Facility, Health Care Service
	<b>Industrial</b>	E.g. General, Light, Rural, Noxious, Hazardous or Offensive, Extractive
	<b>Community</b>	E.g. Educational Establishment, Hospital, Community Facility
	<b>Infrastructure</b>	E.g. Electricity Works, Waste Facilities, Communications Facilities, Transport Facilities, Roadworks
	<b>Public Facilities</b>	E.g. Airport, Car Park, Port Service, Public Building
	<b>Recreation</b>	E.g. Open Space, Outdoor Sport and Recreation Facility, Indoor Sport and Recreation Facility, Park
	<b>Subdivision</b>	E.g. Create additional lots; Boundary adjustment; Amalgamation of lots
	<b>Alterations and Additions</b>	Structural changes to existing structure(s)
<input checked="" type="checkbox"/>	<b>Ancillary structures</b>	Structures integral and subservient to another development e.g. garage, shed, verandah
	<b>Change of Use</b>	Changing the purpose of a premises e.g. from residence to holiday house, from shop to offices.
	<b>Signage</b>	E.g. Advertising structures and signs, Directional and guidance signs.
	<b>Earthworks</b>	Excavation, filling, site works
	<b>Other</b>	

5. THE ACTIVITIES INVOLVED IN THE PROPOSED USE OR DEVELOPMENT <i>(please tick where relevant)</i>	
<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)

<b>6. DESCRIPTION OF PROPOSAL</b>
<i>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 &amp; 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)</i>
Erect a maintenance/storage shed to be used in conjunction with Seascape Norfolk Island Accommodation
The shed will be connected to the onsite waste water system for sink & washing machine. The shed will have power for lighting and powerpoints. Water supply will be via the existing lower water tank.
Access to storage shed will be via easement on 57B22 (instrument no. 11914).
the Storage Shed will be used for the storage of accommodation items, consumables, garden maintenance equipment, tools, and laundry facilities including a washing machine and dryer.
No trees will be removed as part of this proposal. The property will continue to be used as tourist accommodation.

<b>7. APPLICATION FEES</b>	
<i>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.</i>	
Total estimated cost of building and works	\$ \$50k

<b>8. USE, DEVELOPMENT AND BUILDING DETAILS &amp; MATERIALS (as applicable)</b>			
Gross floor area of all new proposed buildings	36m <sup>2</sup>		
Gross floor area of all existing buildings on site	311.55m <sup>2</sup>		
Total roof area (sqm) of all buildings on the lot	406.55m <sup>2</sup>		
For residence class use or development -Total number of bedrooms	No bedrooms proposed in shed. Existing on site bedrooms - 10		
Maximum height of new building(s) or structure(s) in metres	3.820m		
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	60m	E
	Rear	95m	W
	Side	11m	N
	Side	20m	S
Wall construction material (external) & colour	Timber Cladding		
Floor construction material	Concrete		

Roof construction material & colour	Colourbond - colour Surfmist	
Frame construction material	100x50 Treated pine	
<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	151416.471 L
	New water tank capacity in litres	N/A
	Total combined water storage capacity in litres (new and existing tanks)	151416.471 L
<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	No
	Onsite wastewater treatment system	Yes
	System tank capacity in litres	9500 L
<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	
	Maximum height of structure	
	Total number of signs or structures	
<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>	N/A	
<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	TBA		
Phone No.		Email:	

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>	
<b>Public Health and Environment</b> Water storage and wastewater management requirements Douglas Donaldson Ph: 22001 Email: <a href="mailto:douglas.donaldson@nirc.gov.nf">douglas.donaldson@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>	
<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>	
<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>	

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

<b>12. ENVIRONMENTAL IMPACTS OF YOUR DEVELOPMENT</b>	
<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 <b>either</b>:</i>	
<ol style="list-style-type: none"> <li><i>1. Provide a Description of Potential Environmental and Heritage Impacts in your Development Application; or</i></li> <li><i>2. Submit a Statement of Environmental Effects with your Development Application; or</i></li> <li><i>3. Submit an Environmental Impact Statement prepared in accordance with the Planning Act 2002 (NI) &amp; Planning Regulations 2004 (NI) with your Development Application.</i></li> </ol>	
<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>	
<b>Environmental Impact Statement attached:</b>	
<b>Statement of Environmental Effects attached:</b>	
<b>Description of Potential Environmental and Heritage Impacts:</b>	
<b>Description of Potential Environmental and Heritage Impacts:</b>	
<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>	
<i>The structure is on an existing cleared solid earthen pad. No vegetation clearing required. There will be minimal environmental impacts during construction phase including construction related noise emissions and dust emissions. All waste generated during construction will be managed and disposed of according to requirements of the Waste Management Centre.</i>	

<b>13. PLANS AND MAPS</b>	
<i>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.</i>	
<b>X</b>	<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>
	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.
<b>X</b>	<b>SITE PLAN</b> - Drawings to a scale of <b>not less than 1:500</b> showing: <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>
	<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.

<b>14. SUPPORTING INFORMATION</b>	
<i>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)</i>	
	<a href="#">Floor plan Shed Seascape</a>
	<a href="#">Elevation Plan Shed Seascape</a>
	<a href="#">Title Search 2651</a>
	<a href="#">Aerial view of 148 Collins Head Road with indicative location of shed</a>
	<a href="#">Proposed indicative location of shed on title drawing</a>

## 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.	<input checked="" type="checkbox"/>		
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:	X		
(i) the relationship of the land to lot boundaries, levels or contours, title boundaries and roads;			
(ii) rights of way, easements and covenants affecting the land;			
(iii) existing buildings, works, trees, and vegetation;			
(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;			
(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;			
(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;			
(vii) existing and proposed landscaping – including details of site beautification, tree planting, and screening;			
(viii) the materials proposed for construction purposes and the colour of such materials on all exterior surfaces;			
(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) floodlighting and other exterior lighting including the location and strength of illumination.			
(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			
(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.			

**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: 01 02 26

**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

Declared significant development

**Building Act 2002 (NI):**

Building Approval Required:

Yes

No

**APPLICATION ACCEPTANCE – TO BE COMPLETED BY COUNCIL**

Officer: J Brown

Date: 03 02 26

<b>INTERNAL USE ONLY</b>			
<b>Application Assessment Fees</b>			
Assessment Fee Paid:	\$	Application No.	
Assessment Fee Receipt No.		Receipt Date:	
Combined Development Application & Building Application			Yes
Development Application only			Yes
Building Application only			Yes
<b>Building Inspection Fees</b>			
Stage A Fees Paid:	\$	Receipt Date:	
Stage B Fees Paid:			
Stage C Fees Paid:			
Stage D Fees Paid:			
Stage E Fees Paid:			
Additional Inspection(s)			



## TITLE SEARCH

### Registered Proprietor and Tenancy

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### Land

Lot	Section	Portion	Area	Sheet Number

### Notations

Instrument No	Description	Comments
11914	Easement Benefit of easement for access over part Portion 57b22 in favour of Portion 57b21 vide instrument No. 11913.	

### Encumbrances

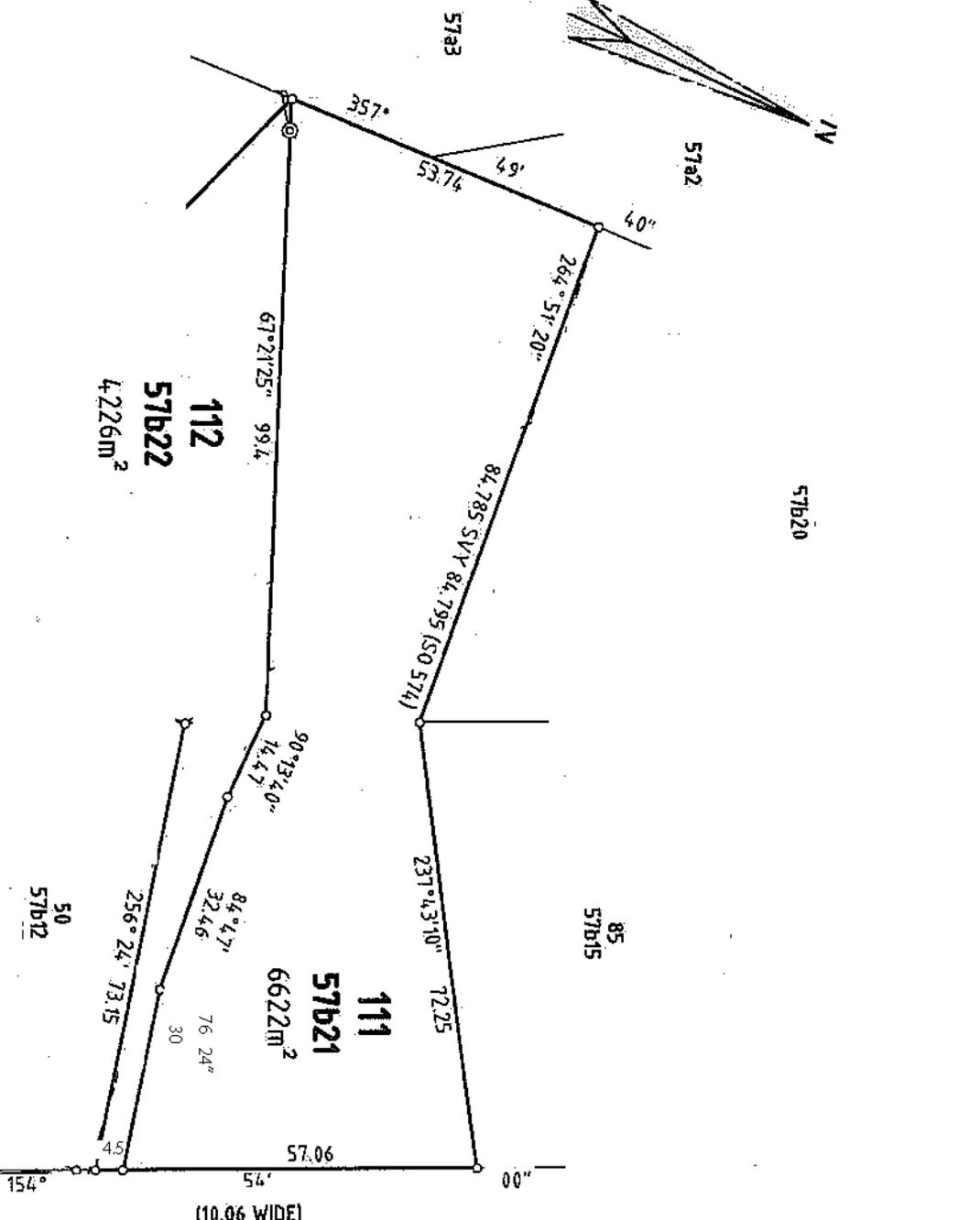
Instrument No	Description	Registered
12808	Mortgage - Comm Bank	17/07/2023

### Unregistered dealings

Instrument No	Description	Lodge date

### Certification

The information in this search is certified correct by the Registrar of Titles at



COLLINS HEAD ROAD

(10.06 WIDE)