



**ACT**  
Government

Environment and  
Sustainable Development

*Planning and Development Act 2007*

## EXEMPTION DECLARATION FORM

Form 1N

### APPLICATION FOR APPROVAL OF MINOR DEPARTURE/S FROM THE SINGLE RESIDENTIAL HOUSING DEVELOPMENT CODE

Departures from the numerical controls in the Rules of the Single Residential Housing Development Code will only be considered in relation to building envelope controls, the minimum dimension for private open space and setbacks for proposed development on residential land. The Planning and Land Authority may only approve a minor departure/s where no-one other than the applicant will be adversely affected by the departure and the environmental impact caused by the approval of the departure will do no more than minimally increase the environmental impact of the development.

#### Lease/Site Details *Please Print*

If more than one lease/site, attach the following details for each lease/site

|               |                      |                      |                      |
|---------------|----------------------|----------------------|----------------------|
| Block         | <input type="text"/> |                      |                      |
| Section       | <input type="text"/> | Unit (if applicable) | <input type="text"/> |
| Suburb        | <input type="text"/> |                      |                      |
| District      | <input type="text"/> |                      |                      |
| Street Number | <input type="text"/> |                      |                      |
| Street Name   | <input type="text"/> |                      |                      |
| Postcode      | <input type="text"/> |                      |                      |

#### Applicant/Certifier Details *Please Print*

|                             |                      |  |                      |
|-----------------------------|----------------------|--|----------------------|
| Surname                     | <input type="text"/> | First Name                                   | <input type="text"/> |
| Company Name                | <input type="text"/> |  |                      |
| Position held in company    | <input type="text"/> | Australian Company/Business Number (ACN/ABN) | <input type="text"/> |
| Postal Address              | <input type="text"/> |  |                      |
| Suburb                      | <input type="text"/> | State  | <input type="text"/> |
|                             |                      | Postcode                                     | <input type="text"/> |
| Phone Number Business Hours | <input type="text"/> | Mobile                                       | <input type="text"/> |
| EMAIL ADDRESS               | <input type="text"/> |  |                      |

## Lessee (Property Owners) Details *Please Print*

### 1<sup>st</sup> Lessee's Details

|                             |                      |  |                      |
|-----------------------------|----------------------|--|----------------------|
| Surname                     | <input type="text"/> | First Name                                   | <input type="text"/> |
| Company Name                | <input type="text"/> |  |                      |
| Position held in company    | <input type="text"/> | Australian Company/Business Number (ACN/ABN) | <input type="text"/> |
| Postal Address              | <input type="text"/> |  |                      |
| Suburb                      | <input type="text"/> | State  | <input type="text"/> |
|                             |                      | Postcode                                     | <input type="text"/> |
| Phone Number Business Hours | <input type="text"/> | Mobile                                       | <input type="text"/> |
| EMAIL ADDRESS               | <input type="text"/> |  |                      |

### 2nd Lessee's Details

|                             |                      |  |                      |
|-----------------------------|----------------------|--|----------------------|
| Surname                     | <input type="text"/> | First Name                                   | <input type="text"/> |
| Company Name                | <input type="text"/> |  |                      |
| Position held in company    | <input type="text"/> | Australian Company/Business Number (ACN/ABN) | <input type="text"/> |
| Postal Address              | <input type="text"/> |  |                      |
| Suburb                      | <input type="text"/> | State  | <input type="text"/> |
|                             |                      | Postcode                                     | <input type="text"/> |
| Phone Number Business Hours | <input type="text"/> | Mobile                                       | <input type="text"/> |
| EMAIL ADDRESS               | <input type="text"/> |  |                      |

*All lessees **must** sign authorising the lodgement of this application. In doing so the lessee gives authority to the applicant to negotiate any dealings in relation to the application through to its determination. If there are more than two lessees please ensure that the details and authorisation are attached to the application.*

## Decision and Plans

Unless otherwise specified your decision and plans will be returned via email

EMAIL       POST TO ME       HOLD FOR COLLECTION

**Rule Departure/s – Residential Land ONLY**

This application seeks approval for the following minor departure/s from the Single Residential Housing Development Code

| Rule Number | Description of Departure |
|-------------|--------------------------|
|             |                          |
|             |                          |
|             |                          |

***\*Relevant plans and supporting documentation that clearly identify the rule departure/s must be provided at the time of lodgement***

**Applicant Declaration**

I/we declare that this application is accompanied by all of the required information or documents

I/we declare that all the information given on this form and its attachments is true and complete.

|                         |                      |      |                      |
|-------------------------|----------------------|------|----------------------|
| Applicant Signature (s) | <input type="text"/> | Date | <input type="text"/> |
| Lessee 1 Signature (s)  | <input type="text"/> | Date | <input type="text"/> |
| Lessee 2 Signature (s)  | <input type="text"/> | Date | <input type="text"/> |

*If there are more than two lessees please ensure that the details and authorisation are attached to the application.*

**Privacy Notice**

The personal information on this form is being collected to enable processing of your application. Collection of personal information is authorised by Chapters 7, 8 and 9 of the *Planning and Development Act 2007*. The information that you provide may be disclosed to the ACT Revenue Office and the Registrar-General’s Office. The information may be accessed by other government agencies, ACTEWAGL, ACTEW Corporation and other commercial organisations interested in development and building information. The *Planning and Development Act 2007* requires the details of applications, decisions and orders to be kept on a register and made available for public inspection. Information and documentation relevant to a development application may be made available via the Internet.

**Contact Details:**

Environment and Sustainable Development Directorate  
Customer Service Centre  
GPO Box 1908, Canberra City 2601  
16 Challis Street, Dickson ACT 2602  
Business Hours: 8.30am to 4.30pm weekdays (excluding Public Holidays)  
Phone: (02) 6207 1923      Fax: (02) 6207 1925      TTY: (02) 6207 2622  
Email: [actpla.customer.services@act.gov.au](mailto:actpla.customer.services@act.gov.au)      Website: [www.actpla.act.gov.au](http://www.actpla.act.gov.au)

**OFFICE USE ONLY**

**ASSESSMENT OF PROPOSAL  
DETERMINATION UNDER SECTION 1.100A OF THE  
PLANNING AND DEVELOPMENT REGULATION 2008**

**Description of Extended Distance:**

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**Assessment:**

|   | <u>PASS</u>                  | <u>FAIL</u>                  |
|---|------------------------------|------------------------------|
| Is the non-compliance minor?  | <input type="checkbox"/> YES | <input type="checkbox"/> NO  |
| <b>Will building the dwelling other than in accordance with the relevant rules:</b> |                              |                              |
| ▪ adversely affect someone other than the applicant?                                | <input type="checkbox"/> NO  | <input type="checkbox"/> YES |
| ▪ increase the environmental impact of the dwelling more than minimally?            | <input type="checkbox"/> NO  | <input type="checkbox"/> YES |
| Plans provided adequately identify departures                                       | <input type="checkbox"/> YES | <input type="checkbox"/> NO  |

**Comments:**

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**Approved / Refused**

Plans Stamped

.....  
Delegate of the  
Planning and Land Authority

Date:...../...../ 20.....