



# APPLICATION FOR TELECOMMUNICATION INFRASTRUCTURE ON COUNCIL LAND

Made under Schedule 3 of the Telecommunications Act 1997

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## CARRIER DETAILS

Company \_\_\_\_\_

Contact name \_\_\_\_\_

Address \_\_\_\_\_

Phone/Mobile \_\_\_\_\_ Email \_\_\_\_\_

## CONSULTANT DETAILS (If applicable)

Company \_\_\_\_\_

Contact name \_\_\_\_\_

Address \_\_\_\_\_

Phone/Mobile \_\_\_\_\_ Email \_\_\_\_\_

## DETAILS OF THE PROPOSED INFRASTRUCTURE

Address \_\_\_\_\_

Zoning \_\_\_\_\_ Lot/DP \_\_\_\_\_

Type of area  Commercial  Industrial  Residential  Rural  Road Reserve

Is the site likely to be considered an environmentally significant site?  Yes  No

Is the site likely to be considered a Community Sensitive site?  Yes  No

If yes, why?

Close to a school

Within or adjacent to a park

Area has heritage significance (built, cultural or natural)

Other \_\_\_\_\_

What type of proposal?  Low Impact  High impact

Why has this site been considered? \_\_\_\_\_

What other sites have you considered nearby and why are they not suitable? \_\_\_\_\_

Is there another carrier on the site or located nearby?  Yes  No

If so, where? \_\_\_\_\_

Description of the proposed infrastructure \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## REQUIRED DOCUMENTATION

Please refer to Appendix A and provide the information set out in the Telecommunications Application Checklist.

## CONSULTATION REQUIREMENTS

Please refer to Appendix B for Council's requirements for low impact facilities

## NOT LOW IMPACT FACILITY REQUIREMENTS

In addition to the requirements in Appendix A, applicants will be required to submit a Development Application. Owner's Consent will need to be requested from Ku-ring-gai Council prior to lodgement of the Development Application. You can download the Development Application Guide and Development Application form here:

[http://www.kmc.nsw.gov.au/files/assets/public/hptrim/information\\_management\\_-\\_public\\_website\\_-\\_ku-ring-gai\\_council\\_website/development\\_assessment/development\\_assessment\\_forms/da\\_development\\_application\\_guide.pdf](http://www.kmc.nsw.gov.au/files/assets/public/hptrim/information_management_-_public_website_-_ku-ring-gai_council_website/development_assessment/development_assessment_forms/da_development_application_guide.pdf)

[http://www.kmc.nsw.gov.au/files/assets/public/hptrim/information\\_management\\_-\\_public\\_website\\_-\\_ku-ring-gai\\_council\\_website/development\\_assessment/development\\_assessment\\_forms/development\\_application\\_form\\_with\\_attached\\_checklist.pdf](http://www.kmc.nsw.gov.au/files/assets/public/hptrim/information_management_-_public_website_-_ku-ring-gai_council_website/development_assessment/development_assessment_forms/development_application_form_with_attached_checklist.pdf)

## COMMERICAL TERMS

A Lease, Licence or Deed of Access is conditional on a Council Resolution in favour of the proposal. A Heads of Agreement setting out the terms and conditions of the occupancy including rental or access fees must be agreed to before a Council Report will be prepared.

## APPLICATION

A non-refundable application fee will be charged upon lodgement of this form to Customer Service. Fees for the current financial year can be found here:

[http://www.kmc.nsw.gov.au/files/assets/public/hptrim/information\\_management\\_-\\_public\\_website\\_-\\_ku-ring-gai\\_council\\_website/business\\_and\\_finance/adopted\\_fees\\_and\\_charges\\_2017-2018\\_-\\_public\\_use.pdf](http://www.kmc.nsw.gov.au/files/assets/public/hptrim/information_management_-_public_website_-_ku-ring-gai_council_website/business_and_finance/adopted_fees_and_charges_2017-2018_-_public_use.pdf)

Council will not consider any proposal or enter into negotiations for telecommunication facilities on Council property without a completed application form and payment of the required fee.

**Receipt Number** \_\_\_\_\_

**Date Lodged** \_\_\_\_\_

**RC Code 425**

## APPENDIX A

# TELECOMMUNICATIONS APPLICATION CHECKLIST

	Required Yes/No	Supplied Yes/No
<b>Making an Application: Applicants will need to provide the following supplementary documentation and address the foregoing requirements as part of their application</b>		
Applicant to provide Council with details of its proposed infrastructure on Council land/road reserve		
Applicant to indicate if the proposal is low impact or not low impact and the basis for this assessment		
Map of predicted exposure levels at 1.5m above publicly accessible surfaces for a site within 300m of a likely community sensitive location must accompany the application including cross sectional diagrams and a photo montage of the proposed facility in the context of the location		
Provision of a heritage report /impact statement in accordance with Council's LEP where the facility is in a heritage area/precinct		
Provision of professional certification that exposure details contained in the application are true and accurate		
<b>Site Analysis</b>		
Submission of a site and adjacent locality analysis plan (to scale) showing: <ul style="list-style-type: none"><li>• Vegetation;</li><li>• Size and common plant names;</li><li>• Buildings, location, height and uses;</li><li>• Views to and from proposed site;</li><li>• Built form and character of surrounds;</li><li>• Other significant features;</li><li>• Location of sensitive land uses</li></ul>		
<b>Public Notification/Consultation</b>		
For low impact proposals please see Appendix B which outlines Council's minimum consultation requirements		
<b>Design Controls/Council Requirements</b>		
<b>1. Visual Amenity</b>		
Applicant must design the facility so as to minimise visual impact from the public domain and reduce the cumulative visual impact		
Design is to take into account: <ul style="list-style-type: none"><li>• Colour;</li></ul>		

<ul style="list-style-type: none"> <li>• Texture;</li> <li>• Form;</li> <li>• bulk scale</li> </ul>		
<p>Infrastructure to be :</p> <ul style="list-style-type: none"> <li>• Well designed;</li> <li>• Integrated with existing building structures;</li> <li>• Incorporating concealed cables;</li> <li>• Integrating the shelters with the building structure;</li> <li>• Unobtrusive;</li> <li>• Consistent with the character of the surrounding area</li> </ul>		
Plan must address removal of the infrastructure when it becomes redundant		
Plan to include restoration of the site following construction of the infrastructure		
<b>2. Co-location</b>		
Plan to address co-location, if any, and if so, measures to reduce unacceptable visual impact and minimisation of cumulative emissions for neighbouring residents or other sensitive land uses		
<b>3. Location</b>		
Demonstration by applicant that, in selecting the site, a precautionary approach has been taken in regards to minimising EMR exposures consistent with section 5.1 of the ACIF Code particularly in sensitive land use areas		
Provide comment if the facility is in a preferred land use area		
<b>4. Environment &amp; Heritage</b>		
Applicant to note if the infrastructure is in a heritage area/on a heritage building/ in the vicinity of the heritage items and requires development consent		
All measures taken to implement to reduce visual impact on the heritage item or conservation area		
Applicant to provide a heritage report/impact statement		
Applicant to provide measures taken to minimise physical impact on flora and fauna		
Applicant to provide if there are any emissions other than electromagnetic expected		
<b>5. Facility Physical Design Controls</b>		
Applicant to demonstrate that the infrastructure is of high quality design and construction		
Measures to be implemented to restrict public access to the antenna(s)		
Evidence of compliance with the Building Code of Australia (BCA) (not relevant for the facilities covered by the LIF Determination) and other relevant Australian Standards		
<b>6. Facility Health Controls</b>		
The applicant is to provide a mapped analysis of cumulative EMR effect of the proposal and		

all measures to be taken to minimise EMR exposures in the adjacent area		
Statement/certification that the proposed facility complies with the relevant Australian exposure standards as specified by the ACA		

## **APPENDIX B**

# **Minimum consultation requirements for low impact telecommunication installations in the Ku-Ring-Gai Local Government Area**

Council is aware of the community concern and apprehension surrounding low impact telecommunications installations especially when sites are located in community sensitive locations such as residential areas or areas within close proximity to schools, child care centres, parks and other places that affect young children.

Due to this community concern, Council staff have found it beneficial for carriers (through their representatives) to undertake a comprehensive consultation process to foster positive community relationships with residents within close proximity to a proposed installation.

As such, Council requests that your draft Community Consultation Plan include the following;

### **NOTIFICATION AREA**

- Council requests a letterbox drop notification area to cover a three hundred (300) metre radius of the proposed installation. A map containing the notification area and a list of corresponding addresses will be provided by Council.
- Council requests that notice of the proposed installation be submitted to the local offices of the State and Federal MPs.

### **INCLUSION OF OTHER SERVICES & USERS FOR WITHIN A 500 METRE RADIUS**

- Council will provide a list of specific contacts to be included in your interested and affected parties, community stakeholders and/or sensitive locations list.

### **TIMELINE FOR LETTERS TO RESIDENTS**

- Council will require advice on the commencement date of the community notification.
- Please note, that Council may also be notifying residents about the proposed installation and forthcoming letterbox drop information.

### **ACIF NOTICE**

- Council will require a draft copy of your ACIF Code Newspaper Notice before it is placed in the papers to enable Council an opportunity to comment on this document.
- Council will require notification of which media the ACIF notification will be published and the proposed dates.
- Council will require the ACIF Notification to be placed onsite in a visible location in close proximity to the proposed installation.