



## Waste and Recycling Management Plan – Commercial and Industrial

<b>About this form:</b>	<p>A Waste and Recycling Management Plan (WRMP) is required to be submitted with any Development Application (DA) involving new development, alterations and additions to existing premises, as well as change of use of existing premises. A WRMP details strategies for the management of waste generated during all stages of development and occupation, with a focus on the recovery of resources to minimise landfill.</p> <p>The WRMP is not only part of the development application process – it will also be an important reference document in the ongoing life of the development.</p> <p>This template, or a similar document that includes all the information required by this template, must be submitted with your Development Application.</p>
<b>How to complete:</b>	<ol style="list-style-type: none"><li>1. Ensure that all fields have been filled out correctly.</li><li>2. Once completed, please refer to the lodgement details section for further information.</li></ol>

APPLICANT DETAILS				
<b>Salutation:</b> (please tick)	<input type="checkbox"/> Mr	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	<input type="checkbox"/> Other (please specify)
<b>First Name</b>		<b>Surname</b>		
<b>Postal Address</b>				
<b>Suburb</b>		<b>Postcode</b>		
<b>Phone Number</b>		<b>Mobile</b>		
<b>Email address</b>				
<b>Preferred method of contact</b>	<input type="checkbox"/> E-Mail	<input type="checkbox"/> Telephone		

PROPERTY DETAILS (if applicable)			
<b>Legal Description (if known)</b>	Lot:	Section:	DP / SP :
<b>Property Street Address</b>			
<b>Suburb</b>		<b>Postcode</b>	



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### Ongoing Use - COMMERCIAL DEVELOPMENT

All commercial developments must have a waste collection provider. Businesses can engage private waste collection companies that cater for the different types and amounts of waste generated from the business.

Note: Council currently provides a business waste collection service; however, this service depends on former Council areas. For further information, visit [www.innerwest.nsw.gov.au/live/waste-and-recycling/business-waste](http://www.innerwest.nsw.gov.au/live/waste-and-recycling/business-waste)

In the instance of mixed-use developments, is the residential waste and recycling storage area separate from the commercial waste and recycling storage?		<input type="checkbox"/> Yes		
Weekly generation of commercial waste (7days): Name the proposed commercial use. if use is not known write 'unknown' and base calculations on requirements of a food premises. <i>Note: The waste generated is calculated using the floor area of the commercial use x daily waste generation x number of business days per week.</i>		Weekly garbage (litres)	Weekly Recycling (litres)	Weekly Other waste e.g., meat/fish, clinical waste, liquid waste (litres)
Commercial Use 1:	Size of Area 1 in m <sup>2</sup>			
Commercial Use 2:	Size of Area 2 in m <sup>2</sup>			
Commercial Use 3:	Size of Area 3 in m <sup>2</sup>			
Commercial Use 4:	Size of Area 4 in m <sup>2</sup>			
Total area of commercial spaces		m <sup>2</sup>		



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Bin size (for example, 240L, 660L, 1100L or other size)	Garbage	Recycling	Other Waste
Number of bin/s			
Number of times the bin will be emptied per week.			
Size of the commercial bin storage area/s.	m <sup>2</sup>		
Is the commercial bin storage area shown on the plans? <i>Note: Each commercial space must be able to source separate their own waste.</i>	<input type="checkbox"/> Yes		
Size of the storage area for commercial reusable items such as pallets, milk crates, bread trays, kegs	m <sup>2</sup>		
Is the storage area for reusable items such as pallets, milk crates, bread trays and kegs shown on the plans?	<input type="checkbox"/> Yes		
Is the transfer route of bins from the bin storage area to the collection point shown on the plans or on a separate sketch?	<input type="checkbox"/> Yes		
What is the steepest gradient on the transfer route from bin storage area to collection point. <i>Note gradient not to exceed 1:14 for 240L bins and 1:40 for 660L bins.</i>	:-		
Describe where the bins will be placed for collection			
Describe or provide a sketch to show where the truck will stand to empty the bins. <i>Note: gradient of the collection point for 660L bins or greater must be zero (i.e. flat)</i>			
Who will be responsible for taking the bins out to be emptied and returning them to the bin storage area?			
Who will be responsible for maintaining and cleaning the bins?			

### Applicant Declaration

	I declare that:
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	<input type="checkbox"/> 1. This plan has been completed in accordance with the Waste and Recycling chapter in Council’s Development Control Plan.  <input type="checkbox"/> 2. To the best of my knowledge, the details on this form are accurate and correct.
Signature:	Name.....  Signature..... Date.....

**Privacy statement**

This form contains personal information of a person/s making an application to Inner West Council. The requested information assists Council staff to respond to the applicant/s. The supply of information is voluntary. If you do not provide the requested information, Council may not be able to respond to / progress your application. The information will be retained in Council's record keeping system. Information held by Council is not made publicly available unless there is an overriding public interest to do so under the Government Information (Public Access) Act 2009 (GIPA Act) and in accordance with section 18(1)(b) of the NSW Privacy and Personal Information Protection Act 1998. For more information about your privacy please contact Inner West Council on (02) 9392 5000 and ask to speak with the Privacy Officer. Alternatively, you may email Council at [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au) or write to us at P.O. Box 14, Petersham, NSW 2049.



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### How to lodge

Lodging an application requires a completed application form, all relevant information and the payment of the required fee. The Application will be checked at lodgement to ensure the required information is provided.

**Incomplete/illegible applications will not be accepted and will be returned to you.**

**Lodge online:** <https://www.planningportal.nsw.gov.au/onlineDA>

**Fees and charges:** Find fees and charges on the Council website: [Fees and Charges](#)

Upon review of the documentation, if found to be satisfactory, the application will be entered into our system. You will then be sent an invoice. Please note that the application is not considered to be 'Lodged' until the fees have been paid.

**Inconsistency in Lodgement information:** Where information on this form differs from information entered into the Planning Portal Application (PAN) the information on this form will prevail.

### Office use only

Checked by officer:		Receipt number:	
Date:		Amount paid:	\$
Record number (if applicable):		Cashier code:	
Customer number (only for CRM related forms):		Initial of officer:	

### Further information or frequently asked questions

#### I have lodged an application, what should I expect in return?

You will receive written confirmation within 14 days whether your application is being returned due to inadequacies or progressing to assessment. The correspondence will also advise you the name of the Council officer responsible for assessing your application. You should discuss the process of your application with the responsible officer. Information on the Development Application process is available on Council's web page via the following [link](#).

#### Documentation Requirements

All submitted plans and documentation are required to be prepared in accordance with Council's '[DA Documentation Requirements](#)'. Council officers will review plans and supporting documents at the time of DA lodgement for adherence to the specifications.



## Waste and Recycling Management Plan – Commercial and Industrial

<b>COUNCIL USE ONLY - Comments By Lodgement Officer</b> I.e. Outstanding Information or reasons for information not submitted	Required for Lodgement	To be provided within 7 days of lodgement	Provided

<b>Checked by:</b>		<b>Accepted By:</b>	
Name:	Date	Name:	Date: