

Licence Variation Application Form — premises

This is an application for the variation of the conditions of an environment protection licence.

A variation includes the attaching of a condition to a licence, the substitution of a condition, the omission of a condition, or the amendment of a condition. If a licence holder wishes to seek a variation of licence conditions, this is the application form to fill in, sign and return to your local EPA office.

About this form

The form provides for the following scenarios:

- where you want to undertake a new scheduled activity or cease a scheduled activity
- where you are deleting an activity covered by a water licence or adding a new activity to be covered by the licence
- where you want to change the scale/capacity of your activity
- where you have a scheduled development works licence and you want to change it to a scheduled activity licence or you want the licence to cover the next stage of the development works, and
- any other variations you may want.

If you need help to fill out this form, please ring our POEO Service Centre on 133 372.

IMPORTANT NOTE:

The information supplied on this form will be publicly available on a register of licences and licence applications, which the EPA is required to keep.

1. Current holder of the licence

Please insert below, the EPA licence number and the name of the person who holds the licence.

Current environment protection licence number	Current licensee
11180	Enviroking Investments Pty Ltd

2. Are you ceasing a scheduled activity or wanting to undertake a new scheduled activity?

You may have ceased a scheduled activity to which your licence currently applies, or you may want to start a new scheduled activity not currently covered by your licence. If so, you need to tell the EPA. For more details on changing your activity type, please refer to Section 8.3 of the EPA's *Guide to Licensing, Part A*.

2.1 CEASING A SCHEDULED ACTIVITY

Referring to Appendix 1 of the EPA's *Guide to Licensing, Part B*, please write down the short descriptions (listed in bold print in the table) of all the categories of scheduled activity which will cease and the corresponding numbers.

No. of Scheduled activity	Short description of all <i>scheduled activities</i> which will cease
	N/A

2.2 UNDERTAKING A NEW SCHEDULED ACTIVITY

Referring to Appendix 1 of the EPA's *Guide to Licensing, Part B*, please write down the short descriptions (listed in bold print in the table) of all the categories of scheduled activities proposed to be conducted and the corresponding numbers.

There may be a number of categories that apply – please check carefully.

We will authorise only those scheduled activities that you tell us about.

No. of Scheduled activity	Short description of all <i>scheduled activities</i> proposed to be conducted
	N/A

2.3 DOES THIS CHANGE TO YOUR ACTIVITIES CHANGE YOUR ACTIVITY FEE SCALE?

The administrative fee for a licence varies according to the fee-based classification of your activity and its scale of operation. Appendix 7 of the EPA's *Guide to Licensing, Part B* lists the fee numbers, fee-based activity classifications and the scale of activities which attract an administrative fee, e.g. [1] (fee no.); Milk Processing (fee-based activity classification); 0-30, >30-100, >100 (activity scale).



An addition or a deletion of a scheduled activity may result in a change to your administrative fee. It may also result in a change or the addition of a load-based fee if the proposed activity has assessable pollutants as identified by the Protection of the Environment Operations (General) Regulation 1998. (Your administrative fee will be adjusted accordingly.)

Note: The classifications used to determine licence fees are different from the classification of scheduled activities listed in Schedule 1 of the *Protection of the Environment Operations Act 1997*, which is used by the EPA to determine if you require a licence.

In the space provided below, please write down the fee-based classifications and scales of all the scheduled activities that your licence will cover as a result of the change.

Fee No.	Fee-based activity classification	Activity scale
	N/A	

The EPA will notify you if there is an adjustment to your administrative fee.

3. Are you changing the scale/capacity of your currently licensed activity?

If you are increasing or decreasing the scale or capacity of your currently licensed activity, please provide information about the change below.

Please write down the fee-based classification of the proposed activity and the new activity scale in the space provided below, as shown in Appendix 7 of the EPA's *Guide to Licensing, Part B*.

Fee-based activity classification	CURRENT activity scale	PROPOSED activity scale
N/A		

An increase or decrease in the scale or capacity of your activity may result in a change to your administrative fee. It may also result in a change or the addition of a load-based fee if the proposed activity has assessable pollutants as identified by the Protection of the Environment Operations (General) Regulation 1998.

The EPA will adjust your fees accordingly and notify you if there is an adjustment to your administrative fee.



4. Are you deleting or adding a new activity covered by a water licence?

If you hold a water licence (i.e. a licence regulating water pollution from a *non-scheduled* activity), you may wish to add to or delete from the activities that the licence covers. To the extent that water pollution from an activity is regulated by the licence, and you comply with the conditions of the licence relating to water pollution, you have a defence to the offence of water pollution.

Note: If your activity fits the description of a category of activity listed in Schedule 1 of the *Protection of the Environment Operations Act 1997*, it will need a Scheduled Activity Licence, and you will need to answer Question 2 instead of this question. Please refer to Appendix 1 of the EPA's *Guide to Licensing, Part B*, to check whether the activity is a scheduled activity.

Please write down an accurate description for each type of new activity that you are proposing to carry on at your premises in the table below.

Deleting or adding this activity (circle the appropriate one)		Short description of activities proposed to be added or deleted at your premises
Adding	Deleting	N/A
Adding	Deleting	
Adding	Deleting	
Adding	Deleting	

5. Scheduled development work – progression to the next stage

If you hold a Staged Scheduled Development Work Licence and wish to commence the next stage of your work, please complete the information required below. You may need to provide extra documentation: refer to the conditions of your licence and Appendix 3 of the EPA's *Guide to Licensing, Part B*.

Please provide a brief description of the work to be conducted:

N/A	
How many stages to the development work are there?	
Which stage of the development work does this application relate to?	
When will the next stage commence?	
When will the next stage be completed?	

Please list the documents that you have attached in the table below. If there is insufficient space, attach an extra page and tick the box.

Extra page attached

No.	Document title	Relevant section of document	Document date	Received by EPA? (Office use only)
1	N/A			
2				
3				
4				
5				

6. Scheduled development work – change to a Scheduled Activity Licence

If you hold a Scheduled Development Work Licence and you wish to commence the scheduled activity, you will need to vary your licence to a Scheduled Activity Licence. You cannot start the scheduled activity until a Scheduled Activity Licence authorises it. You may need to provide extra documentation: please refer to the conditions of your licence and to Appendix 3 of the EPA's *Guide to Licensing, Part B*.

6.1 DETAILS ABOUT THE COMMENCEMENT OF THE ACTIVITY

Please provide the following information:

When will the activity commence? N/A

6.2 ARE YOU STILL COMPLETING SOME OF THE DEVELOPMENT WORKS?

Will you still be completing some of the development work while carrying on the scheduled activity? If so, please provide further information below:

Brief description of the work that still needs to be completed

N/A

When will the work be completed?

Please list the documents that you have attached in the table below. If there is insufficient space, please attach an extra page and tick the box.

Extra page attached

No.	Document title	Relevant section of document	Document date	Received by EPA? (Office use only)
1	N/A			
2				
3				
4				
5				



7. Details of other variations

If you wish to have your licence varied for reasons which are not covered in the previous questions, please provide details below.

Note: Your licence can be varied by substituting one condition for another one, deleting a condition, or amending a condition.

If there is insufficient space, please attach an extra page and tick the box.

R Extra page attached

Licence condition no.	Details of the change	Reason for the change
A2.1	Area to which licence applies to be changed from Lot 931 DP 816814 to part Lot 931 DP 816814	To make consistent with Development Approval No. 118/697/181 issued by Cessnock City Council on November, 12, 1998

8. Environmental Impact Assessment

Has (have) the proposed variation(s) you listed above been the subject of environmental assessment and public consultation under the *Environmental Planning and Assessment Act 1979*? **YES/NO – Not applicable, see attached letter**

Attach a copy of the development consent copy of the development consent attached **R**

OR

Attach a copy of the relevant approval* copy of the approval attached **O**

*Approval as issued in accordance with Part V of the *Environmental Planning and Assessment Act 1979*.

Note: The EPA may make a determination that your proposed licence variation will result in a significant increase in the impact of your activity on the environment. If this is the case and the variation has not been subject to environmental assessment and public consultation under the *Environmental Planning and Assessment Act 1979*, the EPA will seek public submissions in relation to the variation.



9. Signature

I/We

- **apply for the variation(s) of the licence referred to in Question 1, and**
- **declare that the information in this licence variation application form (including any attachment) is not false or misleading in any material particular.**

Signature		Date	July 19, 2005
Print name	Paul Grech	Position	Director – Don Fox Planning
Authority to sign as	<input type="radio"/> the licensee <input type="radio"/> a secretary/director of the licensee <input checked="" type="radio"/> a person authorised by the licensee to sign this application form		
Signature		Date	
Print name		Position	
Authority to sign as	<input type="radio"/> the licensee <input type="radio"/> a secretary/director of the licensee <input type="radio"/> a person authorised by the licensee to sign this application form		
Common Seal, Public Authority Seal or Council Seal (if used)			

It is an offence to provide any information or make any statement in this form that is false or misleading. There is a maximum penalty of \$250,000 for a corporation or \$120,000 for an individual.

10. Checklist

To ensure that you have provided all of the information that the EPA needs to be able to process this application, please check that:

- ☐ Where requested, supporting documentation has been attached.
- ☐ All other relevant sections of the form have been completed.
- ☐ A copy of the development consent or relevant approval has been attached (see Question 8).
- ☐ This form has been signed by the licensee (see Question 9).

Please send this form and documentation to your local EPA Office, listed in the EPA's *Guide to Licensing, Part A*.