



Central Coast Council

Engaging on local and regional land use planning

Community Participation Plan
2025-2029

Central
Coast
Council



Acknowledgement of Country

We acknowledge the Traditional Custodians of the land on which we live, work and play. We pay our respects to Darkinjung country, and Elders past and present.

We recognise the continued connection to these lands and waterways and extend this acknowledgement to the homelands and stories of those who also call this place home.

We recognise our future leaders and the shared responsibility to care for and protect our place and people.



Effective planning shapes the future of the Central Coast while ensuring we protect the things that are most valued by our community. It is more important than ever to make sure we have the right balance of housing, infrastructure and services, while facilitating employment opportunities and looking after our beautiful environment.

This is a big task – made even bigger by the large geographic area we are responsible for. Community participation is essential to inform how we make planning decisions within the legislative framework in which we operate.

What is our Community Participation Plan (CPP)?

The Central Coast Community Participation Plan is designed to make community participation in planning matters easier and clearer for the community.

We have a responsibility to deliver the objectives of the Environmental Planning and Assessment Act 1979 (EP&A Act) including the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social and economic wellbeing. Community participation refers to how we will engage with our community in our work under the EP&A Act.

The NSW Government requires Council to prepare a CPP to identify how and when we will inform and engage with our community as we carry out our planning functions.

How to participate in planning matters

There are a number of ways to get involved in planning matters:

- Make a formal submission to a proposal
- Visit Council's Administration Centre, website or libraries to access public exhibition documents
- Contact a Council officer if you require further information.

Role of exhibition

There are several factors that influence the type and level of community participation carried out during the planning and assessment process. These factors may include the nature, size and potential impact of the project. We will use a variety of notification methods to ensure the community is informed of planning projects and to outline opportunities to participate.

How we will notify

This table outlines planning functions and how we will notify the community.

	Written notification or letter	Newspaper advertisement	Central Coast Council website	Physical notice displayed on site
Draft Community Participation Plan	N	N <i>The Local Government (General) Regulation 2005</i> was permanently amended in April 2020 to remove requirements for newspaper advertising in response to the COVID-19 pandemic.	Y	N
Draft local strategic planning statements	N		Y	N
Planning proposals for local environmental plans subject to gateway determination	N		Y	N
Draft development control plans	N		Y	N
Draft contribution plans	N		Y	N
Application for development consent (other than for complying development certificate, for designated development or for State significant development)	Y *	N	Y	N
Application for development consent for designated development	Y	Y	Y	Y
Application for modification of development consent that is required to be publicly exhibited by the regulations.	Y	Y	Y	N
DA – application for development consent for State significant development	Advertisement of State Significant development is managed by the NSW Department of Planning.			

* There are some instances where notification of a Development Application may not be required. This is generally for minor amendments that do not affect a site. Please contact us or visit our website for further advice.

Consideration of submissions

The purpose of advertising proposed development is to enable the community to participate in the planning process through submissions. We have a duty to consider all submissions received during the assessment process.

For a submission to be recognised as an individual submission it must be unique and distinctive. For example, form letters and petitions will be treated as one unique submission. Similarly, a single submission signed by 10 individuals or identical submissions received from the same address will be counted as one unique submission.

Once submissions are considered, any concerns raised through this process may be conveyed to the applicant for response. Notice of the application's determination will be provided to every individual who makes a submission. In the case of submissions with multiple signatories, the notification will be extended to the first signatory.

Re-notifications/ re-advertisement

Where an applicant makes amendments to their application before a determination is reached, we may re-notify or re-advertise the application if, in the opinion of Council, the environmental impact of the development has significantly increased.

To qualify as a submission, the submission must:



be in writing by email or letter



be submitted within the nominated exhibition time period



reference the application, policy or plan being exhibited



be based on planning grounds in support or objection of the proposal

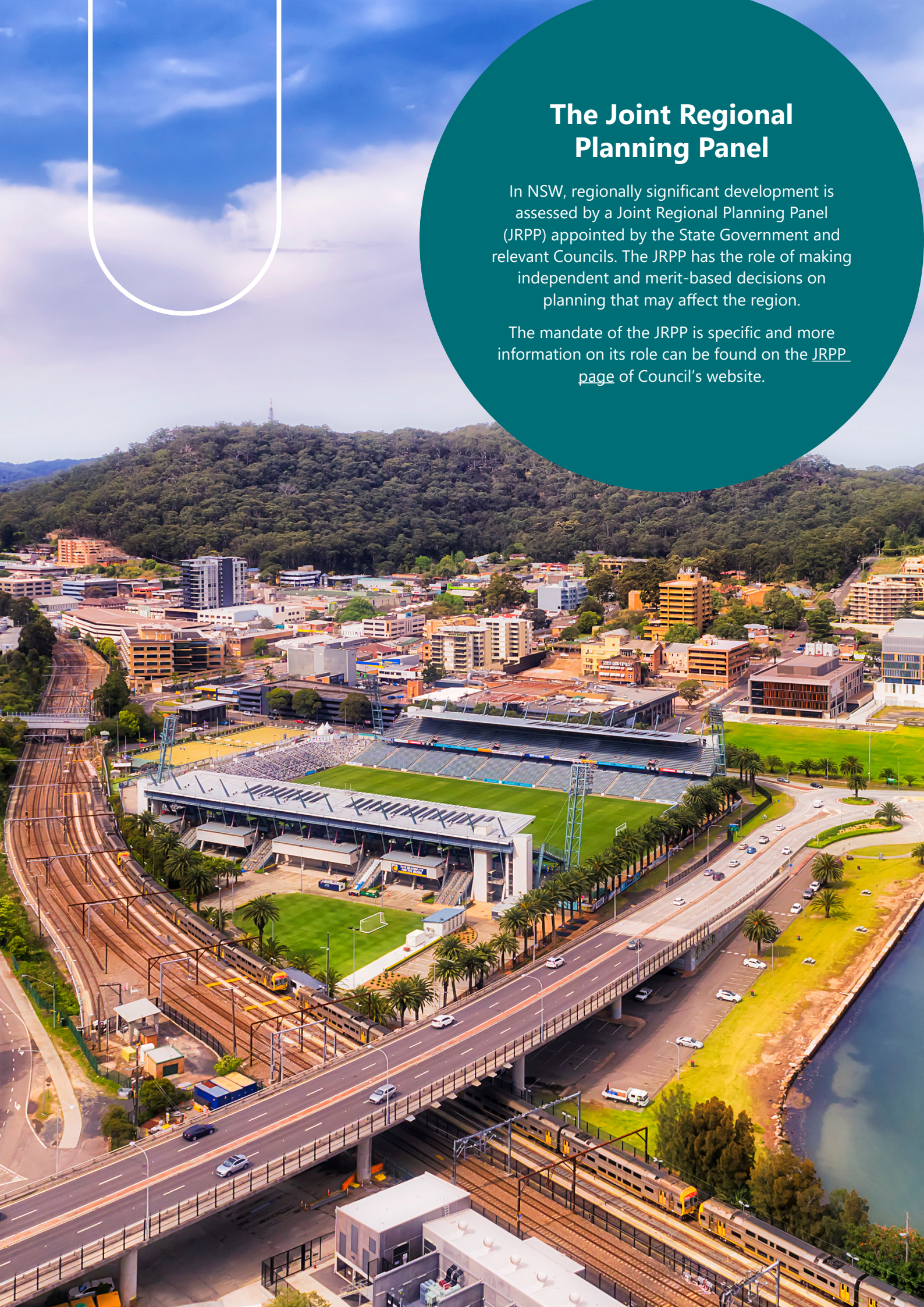


include the name, address and daytime telephone of the author

Submissions must be lodged with Council by 5pm on the final day of the exhibition period.

Submission process for development applications



An aerial photograph of a city landscape. In the foreground, a multi-lane highway bridge spans a body of water, with several cars visible. Below the bridge, railway tracks run parallel to the road, with a train visible. To the left of the tracks is a large sports stadium with a green field and tiered seating. The city is built on a hillside, with various residential and commercial buildings. In the background, a large, forested hill rises, topped with a telecommunications tower. The sky is blue with some clouds.

The Joint Regional Planning Panel

In NSW, regionally significant development is assessed by a Joint Regional Planning Panel (JRPP) appointed by the State Government and relevant Councils. The JRPP has the role of making independent and merit-based decisions on planning that may affect the region.

The mandate of the JRPP is specific and more information on its role can be found on the [JRPP](#) page of Council's website.

Local Environment Plan and Development Control Plan notification requirements

Local Environmental Plans are the main environmental planning tool developed by a local planning authority to shape the future of communities and ensuring local development is done appropriately. An LEP sets the planning framework for a local government area.

The Central Coast Local Environmental Plan (LEP) 2022 and Central Coast Development Control Plan (CCDCP) 2022 came into force on 1 August 2022. The CCDCP contains Chapter 1.2 Notification of Development Proposals. Chapter 1.2 identifies the requirements for the notification and advertising of development and other applications.

This chapter may be amended from time to time to reflect changes to legislation or as a result of community feedback when sought.

Planning instruments and minimum exhibition timeframes

This table outlines the planning functions, strategies and minimum exhibition timeframes as set out in Schedule 1 of the EP&A Act.

The number of days in an exhibition period are calendar days, not business days.

Note: As stated in the EP&A Act, if the exhibition period is due to close on a weekend or a public holiday we may extend the exhibition to finish on the first available work day. The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

Project timelines

Exhibition timeframes are often just one part of a project's timeline, and some projects can take multiple years from conception and planning, to completion. It is important to know that your feedback is considered and referenced throughout the entire timeline of a project, even if it was provided at the start of the project.

Planning instrument	Minimum exhibition timeframe
Draft Community Participation Plan (this document)	28 Days
Draft local strategic planning statements Local strategic planning statements are a 20-year planning vision, including land use, infrastructure and sustainability objectives that demonstrate how a Council will meet the community's needs into the future.	28 Days
Planning proposals for local environmental plans subject to gateway determination Planning proposals may be initiated by Council or submitted by applicants seeking an amendment to the Central Coast Local Environmental Plan or State Environmental Planning Policy (SEPP). The notification process will vary based on the size and complexity of the proposal.	Various
Draft development control plans Development Control Plans provide detailed planning and design guidelines to support the planning controls in local environmental plans. The Central Coast Local Environmental Plan 2022 and Central Coast Development Control Plan 2022 came into force in August 2022.	28 Days

Planning instrument	Minimum exhibition timeframe
Draft contribution plans Development Contribution Plans are contributions that refer to the money collected from developments to help maintain and build new infrastructure across the Central Coast, such as playgrounds, community facilities and local roads.	28 Days
Application for development consent (Development application/DA) A development application is a formal application to Council for permission to carry out a new development. There are multiple levels of development types, each with different requirements. Specific information is found under Central Coast Development Control Plan 2022 - Chapter 1.2 Notification of Development Proposals.	14 days (to 21 days for certain land uses)
Application for development consent for designated development Designated development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland)	28 Days
Re-exhibition of any amended application for certain land uses	21 Days
Review of determination	14 Days
Environmental impact statement (EIS) obtained under Division 5.1 An EIS prepared for development under Part 5 of the EP&A Act for certain development such as state significant development.	28 Days
Environmental impact statement obtained under Division 5.2 State significant infrastructure includes major transport and services development such as rail and road infrastructure, pipelines and development in National Parks.	28 Days
Local approvals policy A local approvals policy sets out the requirements for activities which require approval under Section 68 of the <i>Local Government Act 1993</i> . It also establishes exemptions for which certain activities do not require application under Section 68 and relevant criteria that must be satisfied for each activity.	A Local Approvals Policy or amendment to an existing Local Approvals Policy is to be exhibited for a minimum of 28 days and submissions accepted for a minimum of 42 days from commencement of the exhibition period.
Non-statutory strategic planning matters There are a number of non-statutory planning matters that still require adequate public exhibition as part of Council's commitment to community engagement. These projects, studies and documents may include, but are not limited to: • Sector studies (e.g., new housing or economic development studies). • Masterplans and place plans • Precinct or centre studies/plans (e.g. Public domain plans).	28 days (not legislated)

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