Applications for SCCs are required when:
- The land adjoins land zoned primarily for urban purposes
- The land is within a zone identified as ‘special uses’ under another environmental planning instrument
- The land is used for the purposes of an existing registered club
- The DA proposes buildings with a floor space ratio that requires consent under clause 45.

In all other instances, development applications go directly to Council.

An application for an SCC is made to the Department of Planning and Environment (DPE).

Within 7 days of the application being received, a copy of the SCC application is referred to the General Manager or CEO of the council for the area in which the development is located.

The application is assessed, and assessment reports are prepared by Department officers.

If reasonably practical, within 35 days the application is referred to the relevant planning panel for determination. The application is determined by the relevant planning panel.

The planning panel must not issue a site compatibility certificate unless:
- It has taken into account any written comments from the General Manager of the council within the 21-day period of the application for certificate being made, and
- It is of the opinion that the proposed development is compatible with the surrounding land uses, having regard to (at least) the criteria set out in clause 25(5).

The certificate remains current for 24 months after the date it was issued.

The planning panel certifies in a site compatibility certificate that the site is suitable for more intensive development and the proposed development is compatible with the surrounding environment, having regard to the criteria set out in clause 25(5).

A development application for the proposal may be lodged with the local council or consent authority.

The planning panel refuses to issue a certificate.

Applicants may submit a modified proposal, or the land may need to be rezoned to be developed for seniors housing.