



Walgett Shire Council

ABN 88 769 076 385

Development Application (DA) Checklist

PURPOSE

Walgett Shire Council has created this checklist to inform applicants of the minimum required supporting documents to be submitted for Development Applications of various development types (e.g. residential, commercial etc.). This is to ensure compliance with relevant planning legislation such as the *Environmental Planning and Assessment Act 1979*, the *Environmental Planning and Assessment Regulation 2021* and other relevant Environmental Planning Instruments. It also assists applicants in ensuring that all required supporting documentation are ready for submission along with the Development Application, thus encouraging a smoother and more efficient assessment process to the benefit of both applicants and the Council.

Note: Walgett LEP 2013 represents the **Walgett Local Environmental Plan 2013**.
Walgett DCP 2016 represents the **Walgett Shire Development Control Plan 2016**.

Please ensure this Development Application checklist is completed and submitted as a supporting document with your Development Application.

PART A – ADMINISTRATION DETAILS (DEVELOPMENT APPLICATION)

Applicant Name:			
Phone Number:		Planning Portal Reference:	
Email Address:		Date Lodged:	

PART B – PROPERTY DETAILS AND PROPOSED DEVELOPMENT

Property Address:						
Legal Description:	Lot:		Section:		DP:	
Description of proposed development:						

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PART C – PRELIMINARY SUPPORTING DOCUMENTS

Note: Compulsory documents are marked with an asterisk (*) next to it.

No.	Document Type	Supplied		
1.	Owners Consent* To provide Council with confirmation that all landowners have granted consent for the lodgement of this Development Application. Only inapplicable if the applicant is the sole landowner.	Yes ☐	No ☐	N/A ☐
2.	Estimated value of works report/Written Quote* Council requires a breakdown of the total estimated cost of the proposed development [or a written quote(s) if available] to charge appropriate application fees in accordance with Schedule 4, Part 2 of the <i>Environmental Planning and Assessment Regulation 2021</i> . The provisions under Planning Circular PS24-002, " <i>Changes to how development costs are calculated for planning purposes</i> ", published 27 February 2024 by the NSW Department of Planning, Housing and Infrastructure also apply.	Yes ☐	No ☐	N/A ☐
3.	Statement of Environmental Effects* All Development Applications must include a written statement to address the following: - A description of the proposed development and its development site. - Any environmental impacts of the development (e.g. noise, traffic, air quality etc) on the natural and built environment during the construction and operational stages of the development. - The proposed methods of mitigating or avoiding any adverse impacts stated above if practical. - How the risk of natural hazards such as bushfire, soil erosion or flooding have been considered. - How the proposed development complies with development standards stated in the Walgett LEP 2013 and the Walgett DCP 2016. - Any social or economic impacts of the proposed development and steps taken to minimize them. - Any impact on existing flora/fauna and whether vegetation removal is required.	Yes ☐	No ☐	N/A ☐
4.	Clause 4.6 Variation to Development Standards Written justification must be provided if the proposed development breaches the development standards listed in the Walgett LEP 2013, as required under Clause 4.6 of the aforementioned Plan.	Yes ☐	No ☐	N/A ☐
5.	BASIX Certificate Required for all development involving the following: - New dwellings and multi-occupancy dwellings except manufactured homes/moveable dwellings. - Residential alterations and additions with a value greater than \$50,000. - Swimming pools and spas with a capacity greater than 40,000 litres.	Yes ☐	No ☐	N/A ☐

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PART D – RELEVANT PLANS

No.	Document Type	Supplied		
6.	Site Plans* A birds eye view of the existing and proposed development on the site and its position relative to lot boundaries and neighbouring developments. Site plans should have the following characteristics: - Drawn to scale at no less than 1:100 indicating distances to all lot boundaries from both existing and proposed structures. The scale must also be included in the plan. - A legend to represent different diagrams/figures shown on the site plan - Orientation (True North) - Legal description of the site (i.e. Lot & DP number), author and date of site plan - Location of existing trees and other vegetation for removal/retention - Location of adjoining properties and neighbouring public roads - Details of pedestrian and vehicular access to the proposed development from a public road (e.g. driveways, parking spots etc.)	Yes	No	N/A
		☐	☐	☐
7.	Elevation Plans* Plans showing the proposed development from all sides (i.e. North, South, East, West) and the height of all proposed structures from finished ground level to the highest point of the roof. Please ensure the orientation of each elevation is specified clearly (e.g. Northern Elevation).	Yes	No	N/A
		☐	☐	☐
8.	Floor Plans* A birds eye view of the interior of the proposed development. All rooms along with their size, purpose and dimensions are to be shown.	Yes	No	N/A
		☐	☐	☐
9.	Survey Plans Survey plans by a registered surveyor are required if the proposed development is on a lot boundary, or within 300mm of National Construction Code prescribed setbacks in accordance with Chapter 2.1.4 of the Walgett DCP 2016.	Yes	No	N/A
		☐	☐	☐
10.	Demolition Plan Applicable when demolition work is proposed. Please indicate the structures proposed for demolition.	Yes	No	N/A
		☐	☐	☐
11.	Landscape Plan Required for all development applications involving landscaping for commercial buildings, industrial buildings or multi-unit dwellings as per Chapter 2.1.3. of the Walgett DCP 2016.	Yes	No	N/A
		☐	☐	☐

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12.	Stormwater Management Plan Plans outlining the methodology of managing and directing stormwater runoff from the proposed development.	Yes ☐	No ☐	N/A ☐
13.	Subdivision Plans Required for all development applications involving subdivision.	Yes ☐	No ☐	N/A ☐
14.	Shadow Diagrams Required for dwellings less than 2m from lot boundaries and with a building height of two storeys or more. More detail on the requirements of Shadow Diagrams can be found in Chapters 4.3.6 and 4.6.7 of the Walgett DCP 2016.	Yes ☐	No ☐	N/A ☐
15.	Erosion and Sediment Control Plan Required for proposed developments on slopes greater than 1:50 (2%).	Yes ☐	No ☐	N/A ☐
16.	Waste Management Plan Required if the proposed development involves the management and disposal of waste during various stages of the development if applicable (e.g. demolition, construction and operation).	Yes ☐	No ☐	N/A ☐

PART E – RELEVANT REPORTS/DOCUMENTATION

No.	Document Type	Supplied		
17.	Heritage Impact Assessment Required for development applications on land belonging to an item of heritage significance identified in Schedule 5 of the Walgett LEP 2013. This report is also required in accordance with Section 5.10 of the Walgett LEP.	Yes ☐	No ☐	N/A ☐
18.	Bushfire Assessment Report Required for development applications on land marked as bushfire prone land according to the Walgett Shire Bushfire Prone Map (2011) by the NSW Rural Fire Service.	Yes ☐	No ☐	N/A ☐
19.	Flood Height Report Required for development applications on land considered to be flood prone land or in a flood planning area.	Yes ☐	No ☐	N/A ☐
20.	Geotechnical Report For development applications in which Council believes the proposed development would be exposed to adverse risks from a steep slope or historical mining activities in the Lightning Ridge locality.	Yes ☐	No ☐	N/A ☐

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21.	Traffic Impact Assessment For development applications in which Council believes the proposed development would have significant impacts on traffic volume and accessibility for both vehicles and pedestrians.	Yes ☐	No ☐	N/A ☐
22.	Visual Impact Assessment For development applications in which Council believes the proposed development would have adverse impacts on the visual amenity of the neighbourhood.	Yes ☐	No ☐	N/A ☐
23.	Noise Impact Assessment Required for development applications in which the proposed development is likely to generate excessive noise pollution that would adversely impact the amenity of adjoining and neighbouring lots.	Yes ☐	No ☐	N/A ☐
24.	Social Impact Assessment Required if the proposed development is likely to have significant social impact on the community. A compulsory supporting document for State Significant Projects (e.g. State significant development, state significant infrastructure).	Yes ☐	No ☐	N/A ☐
25.	Preliminary Contamination Report Required for development applications on land that is contaminated, potentially contaminated or has had previous land use that may cause contamination (e.g. service station) in accordance with Chapter 2.5 of the Walgett DCP 2016. A more detailed contamination report may be required subject to the results from the preliminary contamination report.	Yes ☐	No ☐	N/A ☐
26.	Environmental Impact Statement Required if the proposed development is classified as designated development, state significant development or state significant infrastructure.	Yes ☐	No ☐	N/A ☐
27.	Air Quality Assessment Report Required if Council believes the proposed development is likely to have adverse impacts on the air quality of the development site and its vicinity.	Yes ☐	No ☐	N/A ☐
28.	Arborist Report Required for development involving the removal of significant tree(s).	Yes ☐	No ☐	N/A ☐
29.	Signage Plans Required if the proposed development involves the erection of any signage. Please ensure the dimensions of proposed signs and their location relative to the proposed development are clearly indicated in the signage plans.	Yes ☐	No ☐	N/A ☐

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30.	Vehicle Manoeuvring and Parking Area Plans Required for development which involves the provision of parking spaces, is expected to generate additional traffic volume and involves vehicles of varying sizes.	Yes ☐	No ☐	N/A ☐
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PART F – APPLICANT DECLARATION

I declare to the best of my knowledge and belief, that the particulars stated on this Development Application checklist are correct and the required information has been supplied. I also understand that under Section 39 of the *Environmental Planning and Assessment Regulation 2021*, Walgett Shire Council has discretion to reject the Development Application if it does not contain all required information.

Applicant Name:	
Applicant Signature:	

Date:	
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