



Development Application Checklist

Environmental Planning and Assessment Regulation 2000

This checklist must be completed and submitted with all development applications.

Site Address: _____

Applicant: _____

Owner: _____

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Office Use Only

Application Number

Date Received

General Information

	Yes	Checked
Development application form completed	<input type="checkbox"/>	<input type="checkbox"/>
Owner's consent.....	<input type="checkbox"/>	<input type="checkbox"/>
Applicant's signature	<input type="checkbox"/>	<input type="checkbox"/>

Diagrams and Documentation

	Yes	n/a	Checked
Statement of Environmental Effects	<input type="checkbox"/>		<input type="checkbox"/>
Estimate of Cost or Written Quotation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BASIX Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood Height Report.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Heritage Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bushfire Assessment Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

One set of plans and a \$320 referral fee is required to be provided for each approval body.

For buildings (other than dwelling houses or an ancillary structure to a dwelling house)

Current fire safety measures on existing building.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
List of fire safety measures to be provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Plans

	Yes	n/a	Checked
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Three (3) sets of plans showing all proposed work to be carried out and to include the following: Title of plan, Name of applicant, Development Address, Position of true north, Drawing numbers and revisions, Drawing scales, Name of draftsperson/architect and date of plan, All BASIX commitments are required to be shown on plans.

Site plan

Drawn to scale and is to show: boundary dimensions, site area, north point, location and uses of existing buildings, location and uses of buildings on adjoining sites, entry and exit points for vehicles.

Elevations.....

Showing proposed external finishes and height of any proposed building

Floor plan

Showing layout, room sizes and intended uses of each part of the building.

Stormwater plan.....

Showing proposed method of disposal of Stormwater including location of overflow if using a water tank.

Shadow diagrams

Required for all multi story buildings only.

Landscaping plan

Required for all commercial/industrial buildings, dual occupancies and multi-residential developments.

Site layout

Including the proposed car parking arrangements. Required for all commercial/industrial buildings, dual occupancies and multi-residential developments.

Subdivision plans

Show existing and proposed lot sizes, lot numbers, building envelopes and existing dwellings/structures

FURTHER INFORMATION

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