

DEVELOPMENT APPLICATIONS

Requirements	Ancillary structures (pergolas, decks, sheds, garages etc)	Swimming pools	Demolition	New dwelling	Alts/adds to existing dwelling	Dual Occupancy	Applicant tick when complete	Office check only
<input checked="" type="checkbox"/> Documents/plans required. <input type="checkbox"/> Documents/ Plans may be required <input checked="" type="checkbox"/> No Documents required								
Plans 3 COPIES OF EACH								
Survey plan/ RL's for Finished Floor Levels (FFLS) and natural/finished ground/Ridge Height	✓	✓	✗	✓	✓	✓		
Architectural plans must be to scale (Site plan, elevations, floor plans, sections, Sediment/erosion control)	✓	✓	✗	✓	✓	✓		
Landscape plans for Cut and fill – confirming extent of cut and fill including retaining walls and/or earth batters. Hard stand areas	○	✓	✗	✓	✓	✓		
BASIX Certificate – commitments must be shown on DA Plans	✗	○	✗	○	○	✓		
Demolition plan – confirmation of services to be disconnected	✗	✗	✓	○	○	✗		
Stormwater plan – roof & ground surface water disposal details	✓	✗	✗	✓	✓	✓		
Shadow diagram	✗	✗	✗	○	○	○		
Driveway longitudinal section – s138 application	○	✗	✗	○	○	✓		
Notification Plans – A4 size	✗	✗	✓	✓	✓	✓		
Supporting documentation								
Statement of Environmental Effects (SOEE) Including supporting request/justification for DCP variations	✓	✓	✓	✓	✓	✓		
Heritage impact statement	○	○	○	○	○	○		
Section 68 application – plumbing & drainage works	✗	○	✗	✓	○	✓		
Bushfire assessment - Planning for Bushfire Protection (PBP) 2006 : Considerations per s4.3.5 - APZ per appendix 2 - Siting and design of building - Construction standards per Appendix 3 (determine the BAL level) - Access (mainly for rural) s4.1.3 & s4.2.7 - Water and Utilities per s4.1.3 & Table 4.2 - Landscaping per Appendix 5	○	✗	✗	○	○	○		
Flooding/overland flow impact statement	○	○	✗	○	○	○		
Colour Schedule External Finishes & Materials	✓	✗	✗	✓	✓	✓		
AHIP Survey/Archaeological report	○	○	✗	○	○	○		
Proof of estimated cost of works	✓	✓	○	✓	✓	✓		

CONSTRUCTION CERTIFICATE (CC) & COMPLYING DEVELOPMENT CERTIFICATES (CDC)

The following must be submitted with all applications: Note: Any N/A reference is to be confirmed by Council Officer	Applicant to tick	Office use only
Completed application form with owners consent (note: builder cannot be the applicant for a CC unless they are the owner)		
Electronic Housing Code (EHC) confirmation (for any CDC)		
Three (3) sets of plans (site plan, elevations, floor plan and sections)		
General housing specifications covering all relevant Australian Standards		
Evidence of compliance with Development Consent conditions: Eg: Food Premises Fit out details, Drainage Report, Deferred Commencement		
Location of smoke detectors		
Stormwater/rainwater disposal details		
Bushfire construction specifications/assessment (3.7.4 of the BCA requires compliance with AS3959-2009). <ol style="list-style-type: none"> 1. BAL assessment/determination report. 2. Submission of an assessment of the site with plans indicating compliance with required BAL level. The BAL level to be noted for each elevation 3. Compliance with AS3959 – use NSW variation (amendment #3) 4. Class 10 structures only required to be of same construction as Class 1a when <10m away. 		
BASIX details shown on the plans - commitments must be shown on CC/CDC Plans		
Structural engineer's details for slabs, footings, piers, framing (Note: If Truss framing system is proposed then a statement is to be submitted from the Truss manufacturer stating they will design the framing to AS's)		
Class 2-9 buildings <ul style="list-style-type: none"> • Fire Safety Schedule – Existing & Proposed • Proposed fire resistance levels • Plans detailing all fire safety measures • Details of compliance with Access and facilities for the disabled • Details of any alternative solution 		

Plumbing & Drainage Works – s68 applications

Refer to separate application form where any new work or altering of existing plumbing and drainage is proposed.		
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Pool Compliance Certificate (PCC)

Pool Barrier Checklist		
Application Form		

Property Address: _____

Applicants Name: _____

Applicants Name: _____ Signature: _____ Date: _____

Officer Name: _____ Signature: _____ Date: _____