

## Development Application Lodgement Checklist

LAST UPDATED 07 JUNE 2019

### INTRODUCTION

Council, in accordance with the provisions of the Environmental Planning and Assessment Regulation 2000, requires that the following information and/or documentation accompany a Development Application.

### DOCUMENTS REQUIRED

- Development Application Form**  
*(Land Owner's Declaration where land owned by Corporate entity requires signature from two (2) clearly identified Directors or one (1) clearly identified Sole Director)*
- Development Plans**
  - Site Plan**  
*(Must include distances from lot all boundaries, location and use of existing buildings, North arrow, must be drawn to a scale)*
  - Floor Plan**  
*(Must include building dimensions)*
  - Elevations**  
*(Must include height of the building, all external finishes and finished ground level)*
  - Section Plans**  
*(Showing a through imagine of the development from the footings to the top of the proposed works)*
- Statement of Environmental Effects**  
*(See Schedule 1 Environmental Planning Act Regulations 2000 for details to be included)*
  - Generic – Residential (Not including dual occupancies or multi-unit developments)
  - Detailed – All other development types
- Environmental Impact Statement**  
*(Designated development only)*
- Category 1 Fire Safety Provisions**  
*(Change of use only, must include provision for existing and proposed building use)*
- BASIX Certificate**  
*(For dwellings/additions over \$50,000 and swimming pools over 40,000L and assessors certificate if included)*

\*\*Applicant is to provide to Council a minimum of 3 copies of all development plans documentation, excluding Statement of Environmental Effects and Development Application Forms.