

CHECKLIST FOR LODGING A DEVELOPMENT APPLICATION

Description	Notes	Copies required	Applicant	Officer
Architectural Plans/Site Plans	Full drawings of development (1:100 Scale/1:200)	8		
A4 Notification Plans	Site Plan & Elevations reduced to A4 size	8		
Building Specifications	Detailed specifications of structure in accordance with Building Code of Australia (BCA)	4		
CD ROM/Scanning Fee	All plans and all docs on CD ROM, please refer to "CD ROM requirements" for more details OR Scanning Fee	1		
Correct Fee	In accordance with Council's schedule of fees	1		
Erosion and Sediment Control	Where soil is disturbed - indicated on plans	8		
External Finishes and Materials	Samples Required/Colour Charts etc.	8		
Landscape Plans	Prepared by a qualified landscape architect	8		
Owners Consent	Signatures of ALL owners	1		
Registered Surveyors Plans	Prepared by a Registered Surveyor	8		
Shadow Profiles (2 storey+)	9.00am - 12.00pm - 3.00pm (Winter Solstice)	8		
Site Stormwater Concept Plan	Hydraulics - (OSD Calculations if Required)	8		
Statement of Environmental Effects	Full description and an assessment of the potential environmental impact of the proposal	8		
Waste Management Plan	Required for all applications - see appendix (3) DCP 2001	8		
BASIX/NAThers Certificate	Energy/Sustainability performance certificate, www.basix.nsw.gov.au	4		
Heritage Impact Statement	If Heritage Item or in a conservation area—see heritage LEP/DCP www.parracity.nsw.gov.au	8		
Aboriginal Archaeological Statement	For "High & Medium" sensitivity sites	8		
Contamination Report	If land is contaminated or potentially contaminated	8		
Flora and Fauna Statement	If requested by Council	8		
Photomontage	If requested by Council	2		
SEPP 65 Verification Statement	For structures 3 storey and above that have a residential component (www.dipnr.nsw.gov.au)	8		
Social Impact & Cultural Statement	If site is over 5000m ²	8		

Signature

Applicant

**Support
Officer**

Date