

Development Application Checklist
(Single Dwellings and Outbuildings in urban areas only - not for secondary dwellings/granny flats)

Privacy Statement

The information requested by Council on this form may constitute personal information under the *Privacy and Personal Information Protection Act 1998*. Council is allowed to collect the information from you to consider this matter. Supplying this information is voluntary. However if you cannot or do not wish to provide the information, we may not be able to consider the matter. If you need further details, please contact the Privacy Officer, Campbelltown City Council, cnr Queen and Broughton Streets, Campbelltown.

Please note: If your application is incomplete, it cannot be accepted by council

REQUIRED	Applicant		Office Use Only		
	Yes	N/A	Yes	No	N/A
<p>Plans</p> <p>Plans must include a site plan, floor plan, elevations and sections. Plans must be drawn to scale, show a north point, be in ink and on A4, A3, A2 or A1 size paper. Free hand, single line or illegible drawings will not be accepted. Previously approved plans bearing Council's stamp should not be submitted for further approval.</p> <ul style="list-style-type: none"> Four copies of all plans and associated documentation An additional two copies of all plans and documents per Authority are required if this is Integrated Development – all information is referred to the relevant authority for comment. Six A4 copies of the site plan, elevations, stormwater concept & shadow diagrams, (if applicable), must be supplied for notification purposes. 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
<p>Site Plan (4 Copies)</p> <p>A site plan is a birds-eye view of the existing and proposed development on the site and its position in relation to boundaries and neighbouring development.</p> <p>A site plan should include:</p> <ul style="list-style-type: none"> Drawings to a suitable scale (i.e. 1:200 or 1:500) Location of the new and existing buildings in relation to site boundaries Location of any existing and proposed fences and landscaping features such as vegetation, swimming pool, retaining walls, paved areas and driveways Relative location of adjoining buildings (new dwellings and first floor additions only) Contour lines of the site and spot levels at all the corners of the building (new dwellings only) Location of any adjoining owners windows facing your development (new dwellings and first floor additions only) Location of vehicle access and car parking where applicable (driveway profile required for new garages) The location of stormwater drainage pipes including downpipes and gutter, connection and discharge points must be shown in this regard BASIX commitments where a BASIX Certificate is required Method of stormwater disposal including all roof and surface water run-off Length, width and site area of land. 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

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	Yes	N/A	Yes	No	N/A
<p>Floor Plans (4 copies)</p> <p>A floor plan is a birds-eye view of your existing and/or proposed layout of rooms within the building.</p> <p>Floor plans include:</p> <ul style="list-style-type: none"> • Drawings to a suitable scale (i.e. 1:100 or 1:200) • Outline of existing building/development on site (shown dotted) • Room names, areas and dimensions • Window and door locations and sizes • Floor levels and steps in floor levels (RL's) • Wall structure type and thickness 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Elevation Plans (4 copies)</p> <p>Elevation plans are a side-on view of your proposal. Elevations of all four sides (north, south, east and west facing) of your development need to be included in your application and labelled accordingly.</p> <p>Elevation plans should include:</p> <ul style="list-style-type: none"> • Drawings to a suitable scale (i.e. 1:100 or 1:200) • Outline of existing building/development on site (shown dotted) • Window sizes and location • Location/position of all buildings/structures • Exterior cladding type and roofing material/colour • Existing and finished ground level to ceiling and ridge height? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Section Plans (4 copies)</p> <p>A section is a diagram showing a cut through the development at the most typical point.</p> <p>Sections should include:</p> <ul style="list-style-type: none"> • Drawings to a suitable scale (i.e. 1:100 or 1:200) • Outline of existing building/development on site (shown dotted) • Section names and where they are shown on plan (i.e. A/A, B/B, etc) • Floor to ceiling height • Room names • Room and window heights • Roof pitch and covering • Site works, finished and proposed floor & ground levels in long section (indicate cut and fill) • Construction material details 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Shadow Diagrams (two storey development only) (4 copies)</p> <p>Shadow Diagrams should include:</p> <ul style="list-style-type: none"> • Location of proposed development • Location of adjoining buildings and land (showing street number and street) • Shadows cast by the new development on 21 June at 9am, 12 noon and 3pm on adjoining sites and street areas <p>Note – Elevational shadow diagrams may be required depending upon level of affectation to adjoining properties</p> <ul style="list-style-type: none"> • Shadow Diagrams to be prepared by a suitably qualified person i.e. surveyor, architect or draft person 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DATA AND DOCUMENT CONTROL

REQUIRED	Applicant		Office Use Only		
	Yes	N/A	Yes	No	N/A
<p>Statement of Environmental Effects (2 copies)</p> <p>This is a written statement which explains the likely impacts of the proposed development both during and after construction and how any impacts will be minimised. The statement must also demonstrate whether the proposal complies with Council's planning controls.</p> <p>The objectives of Council's Local Environmental Plan (LEP) and relevant Development Control Plan (SCDCP) must be discussed in detail within the statement.</p> <p>NB: A Statement of Environmental Effects Checklist is available from Council and must be attached to this checklist. The Statement of Environmental Effects Checklist does not replace the need to provide a detailed tailored written Statement of Environmental Effects specific to the relevant application.</p>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
<p>BASIX Certificate</p> <ul style="list-style-type: none"> • Required for new dwellings • Additions valued at >\$50,000 • Swimming pools with a capacity/volume of >40,000 litres. • Bushfire Hazard Report for proposed building work on properties identified as Bushfire Prone Land 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Confirmation of submission of all required documentation and plans					
<p>.....</p> <p style="text-align: center;">Site Address</p> <p>.....</p>					
<p>.....</p> <p style="text-align: center;">Name of applicant/person submitting application</p> <p>.....</p>			<p>.....</p> <p style="text-align: center;">Date</p> <p>.....</p>		
<p>.....</p> <p style="text-align: center;">Signature of applicant/person submitting application</p> <p>.....</p>			<p>.....</p> <p style="text-align: center;">Date</p> <p>.....</p>		
<p>.....</p> <p style="text-align: center;">Name of Council Administration Officer</p> <p>.....</p>			<p>.....</p> <p style="text-align: center;">Date</p> <p>.....</p>		
<p>.....</p> <p style="text-align: center;">Signature of Council Administration Officer</p> <p>.....</p>			<p>.....</p> <p style="text-align: center;">Date</p> <p>.....</p>		