

**COMPLYING DEVELOPMENT COMMERCIAL BUILDINGS –**  
**Internal Alterations (Excluding Homebush Bay/Newington)** **C6**

**THIS CHECKLIST IS TO BE COMPLETED BY THE APPLICANT AND THEN COMPLETED BY THE DUTY OFFICER**

The Applicant is to complete this Checklist by indicating whether the proposed Development conforms with all of the complying development standards. Where the proposed development does not comply with every prescribed standard, the Applicant shall either redraw the plans to comply, or lodge a separate Development Application with Council.

Where the land is located within the Newington/Homebush Bay Area, the provisions of SEPP 60 – exempt and complying development apply and a separate checklist needs to be completed. Please ask us for further details if your site is located within these areas.

<b>Property Address</b>	
<b>Proposal</b>	

REQUIREMENT/DEVELOPMENT STANDARD	Applicant to complete	Applicant to complete	Duty Officer to complete
	PROPOSED	COMPLIES? YES/NO	CHECKED
<b>EXEMPT AND COMPLYING DEVELOPMENT DCP – PART 2.0</b>			
It is local development of a kind that is permissible under the provisions of Auburn Local Environmental Plan, on the land on which it is proposed			
It is not an existing use, as defined in Section 106 of the Environmental Planning and Assessment Act			
It complies with any deemed to satisfy provision of the Building Code of Australia relevant to the development			
It complies with any recovery plan or threat abatement plan in force under the Threatened Species Conservation Act 1995 that apply to the land			
It does not contravene any conditions of any development consent applying to the land			
It will be carried out behind the rear alignment of any building on the site on which it is proposed to be carried out, if that site is located in a heritage conservation area			
A certificate of compliance has been obtained for the development if required from Sydney Water Corporation			
It is not located on land that is identified in Auburn Local Environmental Plan or any environmental planning instrument or adopted Council policy as flood liable or contaminated land, or land subject to subsidence slip or erosion			

**C6 Complying Development Checklist**

REQUIREMENT/DEVELOPMENT STANDARD	Applicant to complete	Applicant to complete	Duty Officer to complete
	PROPOSED	COMPLIES? YES/NO	CHECKED
It is not located on land that has previously been used as a service station, minimum or extractive industry, waste storage or waste treatment, or for the manufacture of chemicals, asbestos or asbestos products, and a notice of completion for remediation works has not been given to the local Council in accordance with State Environmental Planning Policy No. 55 – Remediation of Land			
It is not located on land that is an Aboriginal place under the National Parks and Wildlife Act 1974			
It is not located on land that is the site of a heritage item identified by Auburn Local Environmental Plan 2000			
It is not located on land that is reserved or dedicated under the Crown Lands Act 1989 for the preservation of flora, fauna or geological formations or for other environmental protection purposes			
<b>GROUP F- GENERAL</b>			
Internal alterations to a commercial building that alter the load bearing capacity of load-bearing components or non-load bearing components			
A Section 73 Compliance Certificate has been obtained, if required, from Sydney Water Corporation			
Appropriate enquiries have been made with Sydney Water, Energy Australia, AGL and telecommunications providers to ensure the development does not impact on any of their infrastructure and that services are available to the allotment			
All building work must be completed in accordance with the deemed to satisfy provisions of the Building Code of Australia			
<b>GROUP F- FLOOR SPACE</b>			
No increase to the total floor area of a building			
No more than 2000m <sup>2</sup> of floor area shall be changed from an office to a shop	Amount of floor area changed from office to shop =		
<b>GROUP F- GARBAGE AND STORAGE AREA</b>			
Garbage and storage areas are on site and behind the building line for the property. All storage areas to be screened from street	Use of new floor space:		
<b>GROUP F- FOOD PREMISES</b>			
The fitout to the food premises shall be in accordance with the requirements of the Food Act 1989 and the National Code for Construction of Food Premises Detailed fitout plans demonstrating compliance must be submitted			
A system of mechanical exhaust ventilation shall be provided to the kitchen area and be designed in accordance with AS1668 Detailed fitout plans demonstrating compliance must be submitted			
<b>GROUP F – OFFICE PREMISES</b>			

REQUIREMENT/DEVELOPMENT STANDARD	Applicant to complete	Applicant to complete	Duty Officer to complete
	PROPOSED	COMPLIES? YES/NO	CHECKED
The office areas shall not be divided into separate tenancies unless access to facilities are provided in accordance with the BCA and reasonable access to available parking and loading facilities are provided Access to facilities and parking and loading facilities are to be detailed on the plans	No. of tenancies =		

SUBMISSION REQUIREMENTS	No. of Copies Required	Applicant to complete	Duty Officer to complete
		YES/NO	CHECKED
<b>GENERAL</b>			
A completed application form, signed by the owner of the land or accompanied by the written authority of the owner to lodge the application (including where appropriate the company seal or seal of the body corporate)	1		
A completed pre-application checklist (this form) demonstrating that ALL of the development standards have been complied with	1		
Application fees as advised by Council	1		
<b>ENVIRONMENTAL PLANNING &amp; ASSESSMENT REGULATION 2000</b>			
Site Plan of the land at scale of 1:100 or 1:200 indicating (a) the location, boundary dimensions, site area and north point of the land (b) existing vegetation and trees on the land (c) the location and uses of existing buildings on the land (d) existing levels of the land in relation to buildings on the land (e) the location and uses of buildings on sites adjoining the land	4		
Plans of the development at a scale of 1:100 indicating: (a) the location of any proposed buildings or works (including extensions or additions to existing buildings or works) in relation to the land's boundaries and adjoining development (b) floor plans of any proposed buildings, showing layout, partitioning, room sizes and intended uses of each part of the building (c) elevations and sections showing proposed external finishes and height of any proposed buildings (d) proposed finished levels of the land in relation to existing and proposed buildings and roads (e) proposed parking arrangements, entry and exit points for vehicles, and provision for movement of vehicles within the site (including dimensions) (f) proposed landscaping and treatment of land (including plant types and their height and maturity) (g) proposed methods of draining the land (h) in the case where a BASIX certificate applies, any other matters specified on the certificate to be shown on the plans	4		

SUBMISSION REQUIREMENTS	No. of Copies Required	Applicant to complete	Duty Officer to complete
		YES/NO	CHECKED
<b>Detailed building specifications that:</b> (a) describe the construction and materials of which the building is to be built and the method of drainage, sewerage and supply (b) that state whether the materials to be used are new or second hand and (in the case of second hand materials) give particulars of the materials to be used	4		
Structural engineering plans for any structural steel or reinforced concrete components	4		
Copies of any compliance certificates to be relied on	4		
BASIX Certificate and any associated documentation (where required)	4		
<b>If the development involves a change of use of a building:</b> (a) a list of the Category 1 fire safety provisions that currently apply to the existing building (b) a list of the Category 1 fire safety provisions that are to apply to the building following its change of use			
<b>If the development involves work:</b> (a) a list of any existing fire safety measures provided in relation to the land or any existing building on the land, and (b) a list of the proposed fire safety measures to be provided in relation to the land and any building on the land as a consequence of the building work			
Political Donation or Gift Disclosure	Disclosure any donation or gift – check if complete	<input type="checkbox"/>	<input type="checkbox"/>

