

## MULTIPLE DWELLINGS, RESIDENTIAL FLAT BUILDINGS, COMMERCIAL, INDUSTRIAL

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

Property Address	
Proposal	

DESCRIPTION	NOTES	Copies Required	Submitted	Office Use Only
<b>Application Form &amp; Consent of Owners</b>	The application form must be correctly completed – with applicant's details & signatures of <b>ALL</b> owners & strata body or community body if applicable.  NB. If the owner is a company or owner's association eg. Body Corporate must be signed by a director or secretary UNDER COMMON SEAL.	1	<input type="checkbox"/>	<input type="checkbox"/>
<b>Australian Bureau of Statistics</b>	See <i>Statistical Information</i> sections of Development Application Form.	1	<input type="checkbox"/>	<input type="checkbox"/>
<b>Correct Fee</b>	In accordance with Council's Schedule of Fees & Charges.	N/A	<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Environmental Effects</b>	Full description & an assessment of the potential environmental impacts of the proposal against relevant planning controls.	8	<input type="checkbox"/>	<input type="checkbox"/>
<b>CD ROM</b>	All plans (TIF format) & all documents (PDF or TIF format). File name to include name and date of document. One file for each document.	1	<input type="checkbox"/>	<input type="checkbox"/>
<b>BASIX Certificate</b>	Energy/Sustainability performance certificate. For further information see: <a href="http://www.basix.nsw.gov.au">www.basix.nsw.gov.au</a>	8	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contamination Report</b>	If land is contaminated or potentially contaminated	4	<input type="checkbox"/>	<input type="checkbox"/>
<b>Design Verification Statement &amp; SEPP 65 Analysis</b>	For structures 3 storey and above containing 4 or more residential units in accordance with SEPP 65. For further information see: <a href="http://www.planning.nsw.gov.au">www.planning.nsw.gov.au</a>	8	<input type="checkbox"/>	<input type="checkbox"/>
<b>Crime Risk Analysis Report</b>	An assessment of the potential crime risks of the proposal. Must be prepared in accordance with the NSW Police Guidelines 'Safer by Design'.	8	<input type="checkbox"/>	<input type="checkbox"/>
<b>Plans/Elevations/Sections</b>	Full drawings of development – (1:100 Scale / 1:200 & reduced to A3). <b>All plans are to be folded.</b>	8	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notification Plans</b>	Site plan & elevations reduced to A4 size. NB. Should not include floor plans.	10	<input type="checkbox"/>	<input type="checkbox"/>
<b>Shadow Diagram</b>	9.00am – 12.00pm – 3.00pm (Winter Solstice). Plans and elevation required.	8	<input type="checkbox"/>	<input type="checkbox"/>
<b>Survey Plan</b>	Prepared by a Registered Surveyor and showing buildings, contours and spot levels to AHD.	8	<input type="checkbox"/>	<input type="checkbox"/>

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<b>Site Analysis</b>	Required For All Applications	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Landscape Plan</b>	Prepared by a qualified landscape architect	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Landscape Maintenance Strategy</b>	Prepared by a qualified landscape architect	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Materials and Finishes</b>	A4 Sample Board & A4 File Copy	<b>1 each</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Photomontage or Colour perspective</b>	A3 or A4 as viewed from the public domain	<b>4</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Management Plan</b>	Indicating stockpiles, etc	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Stormwater Plan</b>	Showing method of stormwater management in accordance with Auburn Stormwater Drainage Development Control Plan – hydraulics, (including Checklist if required).	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Waste Management Plan</b>	Required For All Applications.	<b>2</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Building Specifications</b>	Detailed specifications of the structure in accordance with Building Code of Australia (BCA).  Only required if application includes Construction Certificate.	<b>4</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Erosion and Sediment Control</b>	Where soil disturbed – details should be indicated on plans	<b>8</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Heritage Impact Statement</b>	If Heritage Item or in a Conservation Area – See Auburn LEP2000 <a href="http://www.auburn.nsw.gov.au">www.auburn.nsw.gov.au</a>	<b>4</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Section 94A Levy Cost Report</b>	For all non-residential employment generating development on industrial land zoned 4(a) to 4(d) and business/commercial zones 3(a) and 3(b).  <ul style="list-style-type: none"> <li>• <b>Form 1:</b> for cost of works between \$100,001 to \$200,000</li> <li>• <b>Form 2:</b> for cost of works more than \$200,000.</li> </ul>	<b>4</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Political Donation or Gift Disclosure</b>	Disclose any donation or gifts – check if complete		<input type="checkbox"/>	<input type="checkbox"/>

