

## **Development Application (DA) Checklist**

### **Most Developments**

- Set of fully dimensioned plans drawn to a scale of 1:100 or larger.
- Survey plan prepared by a registered surveyor with contours, north point, existing trees and structures and adjoining buildings identified for new developments.
- Landscape plan for all applications where new dwelling/s are proposed.
- Waste Management Plan relating to demolition and construction of the proposed development, based on the provisions of Waste Management in Council's DCP.
- Stormwater Drainage Concept plan/s for all new buildings and alterations & Additions to existing buildings, prepared in accordance with Council's Stormwater Management Code.
- Shadow diagrams for any developments of two (2) storeys or more in height.
- A Statement of Environmental Effects (SEE) containing a planning compliance table referencing applicable state and local planning controls.
- A Heritage Impact Statement (HIS) for all developments relating to heritage items or within a heritage conservation area. A HIS may also be requested for developments that adjoin or are in the immediate vicinity of heritage items or conservation areas.
- Site Analysis plan for applications where new dwellings are proposed, larger scale residential developments and commercial and industrial developments.
- A Schedule of External Finishes, Colours and Materials.
- BASIX Certificate for all applications where new dwelling/s are proposed, renovations of \$50,000 or more, or installing a pool or spa of more than 40,000 litres.
- Acid Sulfate Soil Assessment Report (may be required, depending on the type of development and the acid sulfate soil class of land).

### **Major Developments**

- State Environmental Planning Policy (SEPP) 65 certification comprising a design verification statement for development for the purpose of a residential flat building, shop top housing or mixed use development with a residential accommodation component.
- Building Height Plane (BHP) diagram prepared in accordance with the Building Height Plane Map in Council's LEP (may be required).
- A digital 3D model is required to be submitted for all major developments (refer to Council's Digital 3D Development Applications Model specifications and requirements for further information).
- A registered Quantity Surveyor's Development Cost/Capitol Investment Value (CIV) for developments with a cost in excess of \$500,000, in accordance with Council's Contributions Plans.
- Concept electrical plan (may be required).
- A set of Building Specifications including materials to be used (may be required).

- Transport, Traffic and Parking Impact Report and Management Plan prepared for all major development and all other development in the Burwood Town Centre.
- Public Domain Plan (may be required).

**Additional documents that may be required**

- Voluntary Planning agreement (VPA) for car parking contributions lodged with DAs in lieu of providing parking on-site for the development.
- Fire safety schedule / measures / report.
- Access Report
- Clause 4.6 Exception to Development Standard Request.
- Flood Management Report
- Engineering details
- Arborist Report
- Parking / Swept Path Analysis / Driveway Report or Specifications
- NCC (BCA) Report
- Building Specifications
- Geotechnical Report
- Contamination / Remediation Report and Plan
- Acoustic Report / Noise Assessment
- Social Impact Assessment
- Crime Prevention Report
- Plan of Management
- 3D Model / Rendition
- Odour Impact Assessment Report
- Archaeological assessment

If you have any questions regarding the DA Checklist, please contact Council on 02 9911 9911 or email [council@burwood.nsw.gov.au](mailto:council@burwood.nsw.gov.au)

*Updated July 2022*