



Development Application Lodgement Checklist Paper Subdivision

| Required Information | | Applicant Check | Customer Service Check |
|--|-------------------|--------------------------|--------------------------|
| Completed Development Application Form | | <input type="checkbox"/> | <input type="checkbox"/> |
| Development Application Fee Quote | | | <input type="checkbox"/> |
| Customer Service: | <u>Print Name</u> | <u>Signature</u> | <u>Date</u> |

| Required Information | | Applicant Check | Development Officer Check |
|---|-------------------|--------------------------|---------------------------|
| Site Plan – 1 copy provided (A3 Size) (Scale 1:500) <i>Location of the proposed development Shows existing and proposed vehicle crossings/road works. Shows any structures to be demolished, vegetation to be removed, setbacks to all boundaries</i> | | <input type="checkbox"/> | <input type="checkbox"/> |
| Proposed Subdivision Plan – 1 copy provided (A3 Size) (Scale 1:500) <i>Showing lot numbers, lot layouts, lot areas, boundary dimensions, easements and restrictions</i> | | <input type="checkbox"/> | <input type="checkbox"/> |
| Statement of Environmental Effects – 1 copy provided <i>Full description of proposed development Outline of potential environmental impacts and assessment against SEPPs, LEP and DCP</i> | | <input type="checkbox"/> | <input type="checkbox"/> |
| Any Related Pre-DA Advice Letter issued by Council – 1 copy provided <i>Any information requested in a related Pre-DA advice letter</i> | | <input type="checkbox"/> | <input type="checkbox"/> |
| Cost of Development Estimate/Quantity Surveyor's Report Prepared in Accordance with Planning Circular PS 13-002 – 1 copy provided <i>Prepared by a suitably qualified person/quantity surveyor as outlined in the circular</i> | | <input type="checkbox"/> | <input type="checkbox"/> |
| Digital Record of All of the Above Information | | <input type="checkbox"/> | <input type="checkbox"/> |
| Development Officer: | <u>Print Name</u> | <u>Signature</u> | <u>Date</u> |

Development Officer Comments (if necessary)
