



Development Application Lodgement Checklist

Domestic Swimming Pools, Outbuildings & Structures

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 1:200) <i>Location of the proposed development existing and proposed buildings/structures. Shows any structures to be demolished, vegetation to be removed, setbacks to all boundaries, top of kerb benchmark point and contours. For urban release areas, any benchmark point and contours are to be to Australian Height Datum</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Floor Plans – 1 copy provided (A3 Size) (Scale 1:100) <i>Outline proposed development including room names, areas and dimensions, ground levels, finished floor levels and ridge levels</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Elevations – 1 copy provided (A3 Size) (Scale 1:100) <i>All elevations boundary to boundary including location of doors, windows, any earthworks proposed, ground levels, finished floor levels and ridge levels</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Sections – 1 copy provided (A3 Size) (Scale 1:50 / 1:100) <i>Any earthworks proposed, ground levels, finished floor levels and ridge levels. Both long and cross sections provided and include the roof pitch</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Statement of Environmental Effects – 1 copy provided <i>Full description of proposed development and assessment against Council's DCP</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Drainage Concept Plan – 1 copy provided (A3 Size) (Scale 1:100 / 1:200) <i>Proposed stormwater design to indicate method of drainage proposed. Drainage concept plan to include levels as required for the site plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste Management Plan – 1 copy provided <i>Prepared in accordance with Council's DCP</i>	<input type="checkbox"/>	<input type="checkbox"/>	
BASIX Certificate (for swimming pools with volumes of 40,000 litres or above only) – 1 copy provided	<input type="checkbox"/>	<input type="checkbox"/>	
Mine Subsidence Board Approval Stamp on Proposed Plans (if applicable)	<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"/>	
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>