



Development Application Lodgement Checklist Signage

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, shows existing and proposed signage</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 signage, wording, colours, graphics illumination and dimensions to be shown</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"/>
Assessment of the Proposed Signage Against State Environmental Planning Policy 64 – Advertising and Signage – 1 copy provided <i>Assessment against all relevant development controls in the SEPP</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)
