

Application Information Matrix - Minor Residential Development

Information	Dwelling Houses / Secondary Dwellings / Studio Dwellings	Dwelling House Alterations / Additions	Dual Occupancies / Dwelling Houses and Subdivision	Outbuildings and Minor Works (including decks, awnings and the like)	Swimming Pools
Arborist Report	○	○	○	○	○
BASIX Certificate	●	○	●	×	○
Biodiversity Development Assessment Report	○	○	○	○	○
Bush Fire Report	○	○	○	○	×
Demolition Plan	○	○	○	○	○
Elevations	●	●	●	●	×
Flood Report	○	○	○	○	×
Floor Plans	●	●	●	●	×
Heritage Management Document	○	○	○	○	○
Materials and Colours Details	●	●	●	●	×
Sections	●	●	●	●	×
Shadow Diagrams	○	○	○	○	×
Site Plan	●	●	●	●	●
Statement of Environmental Effects	●	●	●	●	●
Stormwater Drainage Plan	●	●	●	●	×
Subdivision Plan	×	×	○	×	×
Survey Plan	●	●	●	×	×
Sustainable Effluent Application Area Compliance Information	○	○	○	×	×
Waste Management Plan	●	●	●	●	●
● Information required	○ Information may be required (refer to Information Guide)			× Information not required	

Note. Council may require additional information to that listed in the matrix due to site constraints, unique development proposals and evolving policy requirements. In addition, detailed assessment of your application may require the provision of additional information. For advice contact Council on (02) 4654 7777 or at mail@camden.nsw.gov.au.

Note. Applications for residential driveway crossing approvals and road opening permits may be submitted at the same time as the above application types.

Note. You are strongly encouraged to obtain a fee estimate from Council prior to submitting the application.

Information Guide

Information	Requirements	When is the Information Required?
Arborist Report	A report which assesses the impact of the development upon existing trees in accordance with Council's Arborist Report Requirements . The report must be prepared by an Arborist with a minimum Level 5 Diploma in Horticulture (Arboriculture) or AQF Level 5 in Arboriculture and \$2 million professional indemnity insurance	For developments that are likely to impact upon trees on non-biocertified land in the Camden LGA
BASIX Certificate	A certificate which certifies that the development will comply with the NSW Government's energy and water reduction targets subject to certain commitments. The certificate must be obtained via the online BASIX assessment tool . All BASIX commitments that the certificate states must be shown on the proposed plans for the development must be shown on those plans	For residential development excluding renovations to an existing dwelling with a value less than \$50,000 and swimming pools or spas with a capacity less than 40,000 litres
Biodiversity Development Assessment Report	A report which assesses the biodiversity impacts of the development in accordance with the Biodiversity Assessment Method . The report must be prepared by an accredited assessor	For developments that the Biodiversity Offsets Scheme threshold applies to
Bush Fire Report	A report which demonstrates how the development on bush fire prone land will comply with Planning for Bush Fire Protection 2019 . The report must be prepared by a Bushfire Planning and Design Accredited Practitioner	For certain developments (refer to matrix) on bush fire prone land
Demolition Plan	A plan which details all buildings and structures to be demolished	For developments that include demolition
Elevations	Plans which show: <ul style="list-style-type: none"> • an elevation of each side of the development, • the locations of all doors and windows, • existing and finished ground levels (to Australian Height Datum), and • eave and ridge levels and roof pitches 	For developments that include buildings
Flood Report	A report which demonstrates how the development on flood prone land will comply with Council's Flood Risk Management Policy . The report must be prepared by a suitably qualified and experienced civil engineer	For certain developments (refer to matrix) on flood prone land
Floor Plans	Plans which show: <ul style="list-style-type: none"> • a plan of each floor level of the development, and • room names, dimensions, areas and finished floor levels (to Australian Height Datum) 	Refer to matrix
Heritage Management Document	A document which assesses and manages the development's heritage impacts in accordance with Council's Heritage Related Development Guideline . The document must be prepared by a suitably qualified and experienced heritage consultant	For developments involving: <ul style="list-style-type: none"> • heritage items or on sites within heritage conservation areas, • development within the vicinity of heritage items or heritage conservation areas, or • development within an identified significant view corridor
Materials and Colours Details	Details showing the materials and colours proposed for the development. A physical sample board may be required in some circumstances	Refer to matrix
Sections	Plans which show: <ul style="list-style-type: none"> • a section through the development along each axis, • existing and finished ground levels (to Australian Height Datum), and • eave and ridge levels and roof pitches 	Refer to matrix

Note. All plans must be to an appropriate scale to ensure legibility.

Information Guide

Information	Requirements	When is the Information Required?
Shadow Diagrams	<p>Diagrams that show:</p> <ul style="list-style-type: none"> the extent of shadows that will result from the development (including fencing) between 9am and 3pm on 21 June, and the extent of shadows that will impact the development from surrounding development (including fencing) between 9am and 3pm on 21 June 	For developments \geq two storeys high that will impact upon surrounding residential development and residential developments where compliance with solar access requirements is unclear
Site Plan	<p>A plan which shows the location of the development in relation to:</p> <ul style="list-style-type: none"> the site's boundaries and contours (to Australian Height Datum), any existing buildings, structures and vegetation on the site, any vegetation proposed for removal, and other important site features, e.g. watercourses, etc. 	For all developments
Statement of Environmental Effects	<p>The statement must:</p> <ul style="list-style-type: none"> describe the site and development, detail the development's consistency with all applicable legislation, environmental planning instruments and policies, describe the likely environmental impacts of the development, and describe how the development will mitigate the likely environmental impacts 	For all developments
Stormwater Drainage Plan	A plan which shows the development's method of stormwater drainage and includes contours (to Australian Height Datum).	Refer to matrix
Subdivision Plan	<p>A plan which shows:</p> <ul style="list-style-type: none"> the site's boundaries, proposed lot boundaries, boundary lengths, lot areas and lot numbers, and areas subject to any existing and / or proposed easements, restrictions or covenants 	For developments that include subdivision
Survey Plan	<p>A plan which shows:</p> <ul style="list-style-type: none"> the site's boundaries and contours (to Australian Height Datum), and any existing buildings, structures and vegetation on the site. <p>The plan must be prepared by a registered surveyor</p>	Refer to matrix
Sustainable Effluent Area Application Compliance Information	<p>Information demonstrating compliance with Council's sustainable effluent application area requirements in accordance with Council's Sewage Management Strategy. These requirements must be requested from Council prior to preparing an application. Further information is available on Council's website.</p> <p>All on-site wastewater systems require application and approval under Section 68 of the <i>Local Government Act 1993</i>. Further information is available on Council's website</p>	For all developments on unsewered sites
Waste Management Plan	A report which demonstrates how demolition, construction and / or operational waste will be managed in accordance with Council's Waste Management Guideline	For all developments

Note. All plans must be to an appropriate scale to ensure legibility.