



REQUIREMENTS FOR DEVELOPMENT APPLICATIONS

COPYRIGHT NOTE

Council may make copies (including electronic copies) of the development application and accompanying documents for the purpose of complying with its obligations under the Environmental Planning and Assessment Act 1979, the Local Government Act 1993 and Council's Notification Policy. In addition, Council may make further copies as, in its opinion, are necessary to facilitate a thorough consideration of the development application and public participation in the development assessment process. This may include making copies of the advertised plans, supporting documentation and the determination available on Council's website. The Applicant is responsible for obtaining all copyright licences necessary from the copyright owners for this purpose.

OTHER INFORMATION MAY BE REQUIRED

There are various Federal and State Government policies that apply to the Holroyd Local Government Area which might affect your property. Some of these policies create additional information requirements for lodgement of an application. The State Environmental Planning Policies, Sydney Regional Environmental Plans and Regional Environmental Plans that are applicable to the City of Holroyd will be listed on a Section 149 planning certificate.

For more information or to obtain a Section 149 planning certificate, please visit Council's website at www.holroyd.nsw.gov.au.

BASIX CERTIFICATE

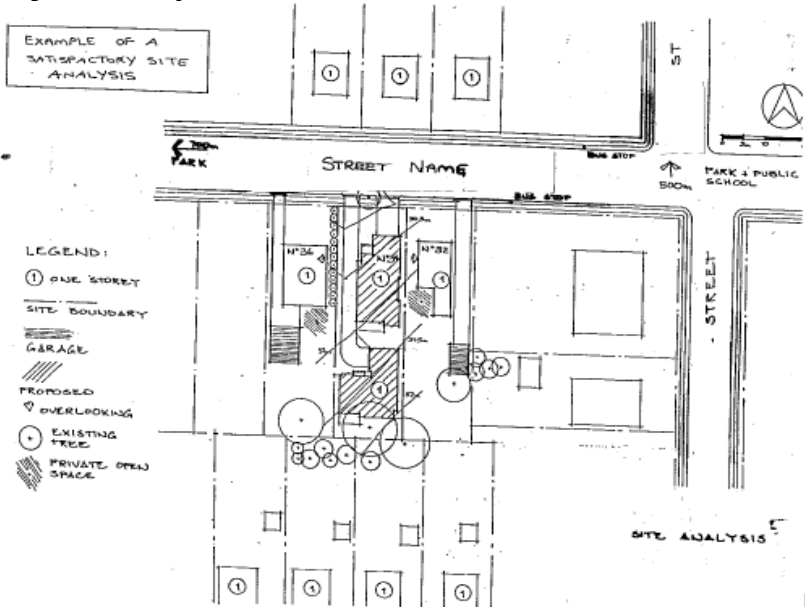
The Building Sustainability Index (BASIX) is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices. A BASIX Certificate identifies the sustainability features required to be incorporated in the building design. These features may include sustainable design elements such as recycled water, rainwater tanks, AAA-rated showerheads and taps, native landscaping, heat pump or solar water heaters, gas space heaters, roof eaves/awnings and wall/ceiling insulation.

You need a BASIX Certificate in Holroyd City Council when BASIX applies to the type of development for which you require approval. Commencement dates and details of types of development are at www.basix.nsw.gov.au.

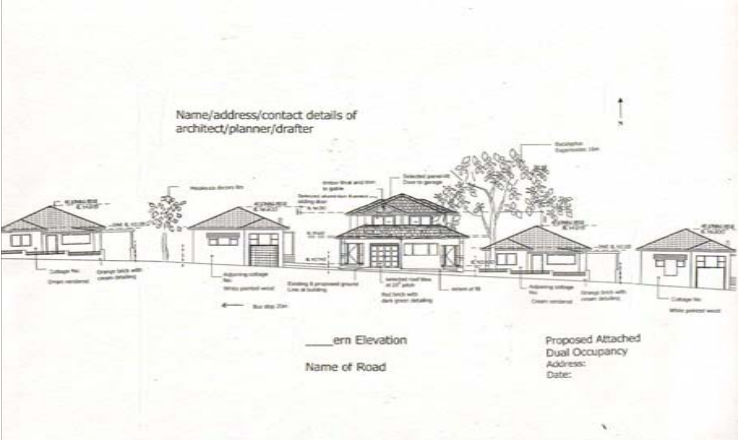
The applicant is required to submit the BASIX Certificate with the Development Application or Complying Development Certificate application. The plans and specifications must also identify the BASIX commitments which will be checked by a professional building certifier during construction. Where submitted plans or specifications are inconsistent with the relevant BASIX Certificate, Council should require applicants to submit consistent applications before progressing the assessment process, either by amending plans / specifications or by submitting a new BASIX Certificate with commitments that match the rest of the application.

Applicants can generate the BASIX Certificate only on the NSW Department of Planning' BASIX website: www.basix.nsw.gov.au. For more information, phone the BASIX Help Line on 1300 650 908.

REQUIRED	APPLICANT			COUNCIL
	Yes	No	NA	Still Required
<p>PLANS</p> <p>Plans shall be inked (pencil drawings will not be accepted) and on maximum A0 - size or appropriate "A"- size (e.g., A4, A3, A2, A1) sheets to accommodate drawings at scale of 1:100.</p> <p>Plans shall be folded to A4 size (see attached Folding instructions) and bundled in <u>complete sets</u> with reports/documentation.</p> <p>The following information shall be included on all plans:</p> <ul style="list-style-type: none"> ▪ Title of plan; applicant name; block/house/shop/flat number; street/road name; town or locality. ▪ Lot number; Section number; DP number. ▪ Metric measurements. ▪ Position of True North. ▪ Building (or parts of building) to be demolished indicated in outline. ▪ Draftsperson/architect/designer name and date. ▪ Drawing number (and revisions) and scale of drawings. ▪ Maximum ridge and floor heights using reduced level relative to the Australian Height Datum (AHD). ▪ BASIX commitments (if applicable) as per relevant BASIX Certificate/s. 				
<p>SURVEY PLAN (also required for Demolition work)</p> <p>To be prepared by a Registered Surveyor at minimum scale of 1:100 (or 1:200 for larger sites) and detailing the following information:</p> <ul style="list-style-type: none"> ▪ Existing structures on the site. ▪ All restrictions, covenants, easements and right of ways (e.g., maintenance easements, restrictions as to use, etc). ▪ Existing trees (including street trees) greater than 3.6m high located on, overhanging or within 5m of the site, including exact trunk location and diameter, Level (AHD) at their base, height and canopy spread. ▪ All buildings/structures on adjoining properties with setbacks to side boundaries; location and sill heights of adjoining windows; relative levels to AHD; and major alterations and additions where floor space is increased by more than 50% or an additional floor is proposed. ▪ Contour levels and spot levels at regular intervals (relative to AHD). ▪ Relative levels for both the subject land and adjacent streets/footpaths. ▪ Services (including street furniture, bus stops, etc) within adjoining public land including footpath reserves. ▪ Location and geometry of any traffic devices in front of the site and 20m either side (e.g., roundabout, traffic island, linemarking, traffic signals, etc). ▪ Existing services within the site (e.g., drainage, sewer, etc). 				
<p>SITE ANALYSIS PLAN</p> <p>This plan shall detail the following information:</p> <ul style="list-style-type: none"> ▪ Site Dimensions (front, side and rear dimensions, area and Lot and DP). ▪ Topography/levels. ▪ Services (including services within adjoining reserves as detailed on Survey Plan). ▪ Existing trees as per Survey Plan. ▪ Microclimate (e.g., prevailing winds, solar access, etc). ▪ Location of buildings and other structures, other significant vegetation, heritage features and items including archaeology, fences, property boundaries and pedestrian and vehicle access. ▪ Overshadowing from neighbouring structures. ▪ Neighbouring buildings, windows, balconies, walls built to site 				

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<p>boundaries.</p> <ul style="list-style-type: none"> ▪ Notable street frontage features, built form and character. ▪ Direction and distance to local facilities. ▪ Sources of potential nuisance / impact (e.g., noise, dust, traffic, lighting, etc). ▪ Public open space. ▪ Notable views or potential overlooking of adjoining properties. ▪ Heritage items on or in the vicinity of the site. <p>Sample Site Analysis Plan:-</p> 				
<p>SITE PLAN (Also required for Demolition work)</p> <p>Required for all DAs and detailing the following:</p> <ul style="list-style-type: none"> ▪ Outline of existing building/development on site (shown dotted). ▪ Proposed new work; easements; right-of-ways; location of any existing structures to remain on site. ▪ New and existing buildings in relation to site boundaries. ▪ Street number and address of adjoining properties. ▪ Existing and proposed fences and landscaping features such as swimming pool, retaining walls, paved areas and driveways. ▪ Buildings on adjoining sites including windows facing your development. ▪ Proposed stormwater drainage location. ▪ Location of pedestrian and vehicle access and car parking (indicating extent of cut and fill and gradients). Engineering details may be required. ▪ Location/position of proposed Fire Fighting Booster/Hydrant Systems and Electrical Sub-Stations. ▪ Zone boundaries if more than one zone applies. ▪ Existing trees and vegetation as per Survey and Site Analysis to be removed / retained. ▪ Services within the site and adjoining footpath. ▪ Natural features (creeks, ridges, etc). ▪ Length, width and site area of land. ▪ Width of road reserve adjoining site boundaries. ▪ Distance from external walls and outermost part of proposed building to all boundaries. ▪ Clotheslines, waste bin storage, letterboxes etc. ▪ Summary Table calculations of FSR, Site Cover, landscape area, etc. ▪ Separate 1:200 Manoeuvring Plan where a Traffic Report is provided. <p>This shall also be provided in AutoCad format on a CD-ROM to enable</p>				

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	Yes	No	NA	Still Required
checking by Council using AutoTurn software.				
<p>FLOOR / LAYOUT PLANS</p> <p>Floor plans shall include the following:-</p> <ul style="list-style-type: none"> ▪ Drawings showing alterations/additions coloured. ▪ Room names, areas and dimensions. ▪ Windows and door locations and sizes. ▪ Floor levels and steps in floor levels (RL's). ▪ Access for disabled, where applicable. ▪ Location of plumbing fixtures (where applicable). ▪ Wall structure type and thickness. ▪ Pre- and post adaptation plans for Class A or B Adaptable dwellings as per the relevant Australian Standard (where applicable). <p>Commercial/Industrial Uses or Changes of Use shall also provide details of the following:-</p> <ul style="list-style-type: none"> ▪ All processes, storage, machinery, racking layout etc. ▪ Egress, existing and proposed fire safety measures. ▪ Food shopo fitout details. 				
<p>ELEVATION PLANS</p> <p>Elevation plans shall include:</p> <ul style="list-style-type: none"> ▪ Drawings of all elevations. ▪ Roof pitch. ▪ Exterior cladding type and roofing material/colour. ▪ Windows (whether fixed or obscure) and door locations and sizes. ▪ Stormwater drainage pipes (downpipes and gutter). ▪ Chimneys, flue exhaust vents, duct inlet or outlet. ▪ Finished ground, floor, ceiling and roof ridge levels (to AHD). ▪ Elevations of any heritage item relative to the development. ▪ Two (2) sets of coloured elevations for all sides of buildings consistent with submitted Schedule of Finishes. 				
<p>SECTION PLANS</p> <p>Section Plans shall include:</p> <ul style="list-style-type: none"> ▪ Section names and where they are shown on plan (i.e., A/A, B/B etc). ▪ Site works, natural ground and finished floor & ground levels in RL's (indicate cut, fill and access grades). ▪ 1:200 longitudinal section of proposed driveway / ramp including transitions, levels and height clearances. Where driveways/vehicular crossings or other alterations are proposed to Council's infrastructure, detailed sections of gradients and levels must be provided sufficient for assessment purposes. This may necessitate long sections of the footpath or sections to the centre lane of the road reserve. 				
<p>MECHANICAL VENTILATION DETAILS</p> <p>Where mechanical ventilation is required, details of intended ducting, location of air conditioning units and other relevant features (e.g., stacks and intake) shall be provided on floor, elevation and section plans.</p>				

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<p>STREETSCAPE ELEVATION PLAN</p> <p>Details shall include:-</p> <ul style="list-style-type: none"> ▪ Roof pitch of proposed and neighbouring buildings. ▪ Fencing type and height. ▪ Materials and colours of proposed and neighbouring buildings. ▪ Position and front elevation details of neighbouring buildings. ▪ Trees and other significant vegetation on your site. ▪ Adjoining open spaces. ▪ Any slope of the land. ▪ Level difference between your site and adjacent properties. ▪ Finished Floor Levels, Ceiling Levels and Roof Levels of proposed and neighbouring buildings to (AHD) <p>Sample Streetscape Elevation Plan</p> 				
<p>SHADOW DIAGRAMS</p> <p>Prepared to address the following details:</p> <ul style="list-style-type: none"> ▪ Plan view shadow diagrams for 9am, 12noon and 3pm on 22 June (shortest day of the year). ▪ Elevation shadow diagrams (drawn hourly from 9am to 3pm on 22 June) for east-west orientated lots, where shadows fall upon neighbouring dwellings and private open space. All affected windows/openings shall be detailed on the elevation shadow diagrams. ▪ Location of proposed development and position and relationship to adjoining buildings and land (showing street number and street address). ▪ Existing shadows where applicable. 				

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<p>SUBDIVISION OF LAND</p> <p>Subdivision Plans shall include the following information:</p> <ul style="list-style-type: none"> ▪ Proposed subdivision configuration with land title details. ▪ Location and width of nearby roads. ▪ Location of existing/proposed water, sewerage, electricity, gas and telephone and associated easements, where applicable. ▪ Proposed points of entry and exit for each proposed lot. ▪ Proposed method of stormwater disposal. ▪ Proposed new roads (if any) including long section, cross section drawings. ▪ Indicative details of proposed development on new lot(s) where applicable. ▪ Relative levels for both the subject land and adjacent streets/footpaths (as per Survey Plan). ▪ Party walls, if relevant. ▪ Proposed allotments and new lot numbers. ▪ Existing and proposed restrictions, covenants, easements and right of ways (e.g., maintenance easements, restrictions as to use, etc). ▪ Existing trees and vegetation as per Survey and Site Analysis to be removed / retained. ▪ Preliminary engineering drawings detailing proposed infrastructure including roads, stormwater, sewerage and earthworks, if relevant. ▪ Details of consultation with public authorities responsible for provision or amplification of utility services required by the proposed subdivision, if relevant. 				
<p>SUBDIVISION OF EXISTING AND/OR PROPOSED BUILDINGS</p> <p>The following information shall be provided:</p> <ul style="list-style-type: none"> ▪ Plan of proposed subdivision with land title details. ▪ Indicative details of proposed development on new lot(s) where applicable. ▪ Party walls, if relevant. ▪ Proposed allotments and new lot numbers. ▪ Proposed access handles and rights of way. ▪ Existing and proposed drainage easements. ▪ Rent Report for development containing existing affordable rental housing as per State Environmental Planning Policy (Affordable Rental Housing) 2009. 				
<p>EROSION AND SEDIMENT CONTROL PLAN (also required for Demolition work)</p> <p>Required for all development applications involving building works prepared in accordance with DCP 2007, Part A, Section 8.0, and detailing proposed methods of controlling erosion during excavation and construction and site access, division of water, sediment basins, pump-outs, sediment fences, gutter protection, stock piles and dust control.</p>				

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<p>LANDSCAPE PLAN</p> <p>Required to address Council’s policies and be prepared by a suitably qualified person (the designer and their qualifications shall be provided on plan). Information shall include:</p> <ul style="list-style-type: none"> ▪ Location and identification of trees and other significant vegetation based on a Survey Plan showing trees to be removed and/or retained. ▪ Plan showing natural ground and finished floor and ground levels over and adjacent to site, arrangement and nomination of plantings, including street trees and details of all surface treatments and hard landscape elements. ▪ Notation for commercial grade automated drip irrigation system servicing all common planting areas. ▪ Description of procedures to be followed to prepare for, implement and maintain landscape works. ▪ Schedule of plantings, cross-referenced to plan, indicating species, massing and mature height. ▪ Location of all surface features shown on building and drainage plans. ▪ Diagrammatic details to enable implementation of the various landscape components including sectional elevations of retaining walls, showing natural ground and finished ground levels and planter boxes. ▪ Location of footpath reserve power poles/street lights and street furniture. 				
<p>STORMWATER & ON SITE DETENTION PLANS AND DOCUMENTATION</p> <p>Information shall include:</p> <ul style="list-style-type: none"> ▪ Signed and completed OSD Checklist (available from Council’s website) from your Design Engineer confirming they have read and are familiar with Council’s Stormwater and OSD Policy. Note: Inaccurate or incomplete checklists may result in delays with processing or refusal of the Development Application. ▪ All sections of the Checklist shall be completed and no sections are to be left blank. An “N/A” notation shall be made against any details or information not relevant to the stormwater drainage/OSD proposal. ▪ Name, signature and qualifications of the Design Engineer on all drawings. ▪ Fully detailed drawings at a scale of 1:100 (or other suitable “A”- size sheet). ▪ Flood Study, where required. 				
<p>WRITTEN CONSENT FROM DOWNSTREAM OWNER/S</p> <p>Required where development involves the provision of drainage easement over a downstream property/properties.</p>				
<p>CUT/FILL AND/OR RETAINING WALLS (may be required for Demolition work)</p> <ul style="list-style-type: none"> ▪ Retaining walls. ▪ Works shall be designed so as not to disturb any trees covered by the Tree Management Order. Any works likely to affect trees requires specific comment from a consultant Arborist. 				

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<p>NOTIFICATION PLAN</p> <p>For all development applications requiring notification under DCP 2007, Part E. Site plan, elevations and shadow diagrams to be provided on one single or double-sided page A4 page.</p> <p>Note: All internal details of any residential parts of the development or any other commercial-in-confidence components shall be deleted from the A4 Notification Plan.</p>				
<p>COST CALCULATION SHEET (attached to this Checklist)</p> <p>Required for Dual Occupancy, Villa/Townhouse, Childcare Centre, Residential Flat Buildings (up to 3 storeys), Mixed Use Development and Apartment Buildings (4 storeys or more).</p>				
<p>STATEMENT OF ENVIRONMENTAL EFFECTS (SEE) (also required for Demolition work)</p> <p>A detailed SEE is required for all other Development Applications which demonstrates the applicant has considered the impact of the proposed development on the natural and built environment both during and after construction and the proposed method of mitigating any adverse effects and addressed the Holroyd LEP 1991 and DCP 2007, SEPPs, REPs and any other relevant planning policies. The SEE shall justify any proposed variations to Council policy or the DCP, etc.</p>				
<p>ENVIRONMENTAL IMPACT STATEMENT (EIS)</p> <p>An EIS is required for Designated Development as listed in Schedule 3 of the Environmental Planning and Assessment Regulation 2000. An EIS must be prepared by an appropriately qualified environmental consultant in accordance with the Environmental Planning and Assessment Regulation 2000. All DAs for Designated Development shall include:</p> <ul style="list-style-type: none"> ▪ 10 x copies of Environmental Impact Statement (EIS). ▪ 10 x copies of plans/documents. ▪ 1 x \$250 cheque made out to each relevant approval body. This cheque will be forwarded with each referral to the relevant approval body. 				
<p>ASSESSMENT OF SIGNIFICANCE OR SPECIES IMPACT STATEMENT</p> <p>Required where a proposal is likely to significantly affect threatened species, populations or ecological communities and their habitats. The report must identify the author and their qualifications (to demonstrate their technical expertise in the areas of flora and fauna). The report shall include an assessment of significance.</p>				
<p>BASIX DOCUMENTATION</p> <p>Required under Clause 136D of the Environmental Planning and Assessment Regulation 2000:-</p> <ul style="list-style-type: none"> ▪ BASIX Certificate to be issued no more than 3 months prior to date of lodgement. ▪ All BASIX commitments on DA/CC plans. ▪ ABSA Certification and set of stamped plans as required. 				

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<p>SPECIFICATIONS (REQUIRED FOR CONSTRUCTION CERTIFICATES)</p> <p>Specifications and structural engineer plans/details are required including:</p> <ul style="list-style-type: none"> ▪ Details demonstrating compliance with the Building Code of Australia. ▪ Requirements for salinity within Pemulwuy, as required. ▪ Construction requirements for lots in Pemulwuy that are burdened by restrictions (e.g., pier and beam footings may be required for filled lots in Pemulwuy). 				
<p>WASTE MANAGEMENT PLAN (also required for Demolition work)</p> <p>To be prepared in accordance with Holroyd DCP 2007.</p>				
<p>PHOTOGRAPHIC RECORD</p> <p>Where demolition is proposed a completed “Photographic Record of Building Due for Demolition” form, together with photographs required by that form shall be lodged.</p>				
<p>ACOUSTIC REPORT</p> <p>Prepared by a suitably qualified person and has not been prepared more than 6 months prior to the date of lodgement of the application.</p> <p>Required for development along arterial roads and railway corridors, where operations are outside standard hours and where development may create noise impacts</p>				
<p>HERITAGE REPORT (may be required for Demolition work)</p> <p>Prepared by a suitably qualified person (i.e. heritage architect / planner) and assesses the impact of the proposed works on the heritage significance of the item and/or impact on the Conservation Area, and is accordance with the NSW Heritage Manual, Burra Charter and Council’s Heritage Policy.</p>				
<p>ENVIRONMENTAL REPORTS (INCLUDING PRELIMINARY SITE INVESTIGATION, DETAILED SITE ASSESSMENT, VALIDATION REPORT AND SITE AUDIT STATEMENT AND ODOUR IMPACT ASSESSMENT)</p> <ul style="list-style-type: none"> ▪ Required where the site is contaminated or potentially contaminated. ▪ Compliance with SEPP No. 55 (where applicable). ▪ Report/s shall be prepared by a suitably qualified person in accordance with Council’s “Contaminated & Potentially Contaminated Sites Policy”. ▪ Report /s shall be no older than 6 months of the date of lodgement of the application. <p>Applicants should contact Council’s Environmental Health Unit (Ph: 9840 9810) to confirm the requirements for these environmental reports.</p>				
<p>SCHEDULE OF EXTERNAL COLOURS AND FINISHES</p> <p>Schedule shall nominate all building elements (including driveway) and provide manufacturers’ colour samples.</p>				

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<p>ARBORIST REPORT or PRE-LODGEMENT ADVICE (may be required for Demolition work)</p> <ul style="list-style-type: none"> ▪ Required where trees covered by Council's Tree Management Order are identified on the survey. ▪ Shall be prepared by an AQF Level 4 or 5 Consulting Arborist in accordance with Council's requirements. ▪ Report shall be no older than 3 months from date of lodgement of DA. Alternatively, a copy of Pre-lodgement advice from Council shall be submitted with the DA. 				
<p>SOCIAL IMPACT COMMENT / ASSESSMENT</p> <p>Required where the development is identified under Council's "Social Impact Assessment Policy for Development Applications" (available from Council's website).</p>				
<p>ADAPTABLE HOUSING CHECKLIST / DRAWINGS</p> <ul style="list-style-type: none"> ▪ Required for development containing adaptable dwellings (e.g., Residential Flat Buildings or residential development involving 5 or more dwellings). ▪ Checklist to be submitted demonstrating compliance with Class A or B Building under AS 4299-1995. ▪ Pre- and post-adaptation drawings shall also be lodged. 				
<p>ARCHITECTURAL MODEL</p> <p>Required in the following instances:</p> <ol style="list-style-type: none"> 1. Residential development (including mixed use buildings) of 4 or more storeys or where the development has a value of work exceeding \$5million (except for villa and townhouse development). 2. Commercial development where the development has a value of work exceeding \$5million. 3. Development within the Merrylands Town Centre and Neil Street Precinct (as per Holroyd Development Control Plan 2007). <p>Where required, architectural models are to be prepared at a minimum scale of 1:100 (or 1:200 for large sites) and show the following details: -</p> <ul style="list-style-type: none"> ▪ Development on adjoining land in block form. ▪ Architectural detailing of the building. ▪ Finishes and colours. ▪ Landscaping details, including significant trees to be retained. <p>A model is <u>NOT REQUIRED</u> if the entire development is single storey.</p> <p>PHOTOMONTAGES AND 3D PERSPECTIVES</p> <p>High quality photomontages and 3D images/perspectives of the proposal in the context of surrounding development, will be accepted in lieu of an architectural model, in the following instances:</p> <p>For all other residential development not specified in point 1 above (including villas, townhouses and residential flat buildings); and</p> <p>For all other commercial development (i.e., new buildings) including development not specified in point 2 above.</p>				

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<p>EVACUATION PLAN – CHILDCARE CENTRES</p> <p>Required for Childcare Centre development as per Holroyd DCP 2007, Part J.</p>				
<p>SEPP 64 STATEMENT – SIGNAGE</p> <p>Required for applications involving signage to which <i>State Environmental Planning Policy No 64 - Advertising and Signage</i> applies.</p>				
<p>SEPP 65 DOCUMENTATION – RESIDENTIAL FLAT DEVELOPMENT</p> <p>Required for residential flat development to which <i>State Environmental Planning Policy No. 65 – Design Quality of Residential Flat Development</i> applies (i.e., a residential flat building of 3 or more storeys and mixed development involving more than 4 dwellings and 3 storeys in height):-</p> <ul style="list-style-type: none"> ▪ Design verification statement from a qualified designer verifying that he or she has designed or directed the design, of the residential flat development; and that the design quality principles set out in Part 2 of <i>State Environmental Planning Policy No. 65 – Design Quality of Residential Flat Development</i> are achieved for the residential flat development. ▪ Explanation of the design in terms of the design quality principles set out in Part 2 of <i>State Environmental Planning Policy No. 65 – Design quality of Residential Flat Development</i> ▪ Drawings of the proposed development in the context of surrounding development, including the streetscape. ▪ Development compliance with building heights, building height planes, setbacks and building envelope controls (if applicable) marked on plans, sections and elevations. ▪ Drawings of the proposed landscape area, including species selected and materials to be used, presented in the context of the proposed building or buildings, and the surrounding development and its context. ▪ If the proposed development is within an area in which the built form is changing, statements of the existing and likely future contexts. ▪ Photomontages of the proposed development in the context of surrounding development. ▪ A sample board of the proposed materials and colours of the façade. ▪ Detailed sections of proposed facades. 				
<p>TRAFFIC / PARKING STUDY</p> <ul style="list-style-type: none"> ▪ Required where a development proposal is subject to a State Environmental Planning Policy (such as the Infrastructure SEPP) or is seeking variation to car parking, loading/unloading and any other traffic related provisions under Council’s DCP and/or relevant Planning Instrument. ▪ Shall be prepared by a suitably qualified engineer. ▪ Report including traffic data shall be no older than 6 months of the date of lodgement of the application. ▪ Electronic copy of report, including traffic analysis of intersections and supporting traffic data shall be provided on CD-ROM copy of the DA documentation, if required. 				

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<p>REQUIREMENTS FOR DEVELOPMENT IN PEMULWUY (SEPP 59 LAND)</p> <ul style="list-style-type: none"> ▪ Written sign-off from Delfin / Stockland. ▪ Survey Plan which details all restrictions, covenants, easements and right of ways (e.g., maintenance easements, restrictions as to use, etc). ▪ Endorsed Building Envelope Plan for the site. ▪ Architectural, Stormwater and Landscaped Plans which correspond with each other and the Survey Plan and endorsed Building Envelope Plan. ▪ Acoustic Report for noise-affected properties. ▪ All DA documents shall be endorsed by Delfin / Stockland. 				
<p>CD-ROM COPY OF APPLICATION PLANS/DOCUMENTS</p> <p>Required for all developments.</p> <p>Council still requires all information to be submitted in hard copy (in addition to the CD ROM copy).</p> <p>A Scanning Fee applies as per Council's adopted Fees and Charges Policy if a CD ROM copy of the application plans/documents is not supplied.</p> <ul style="list-style-type: none"> ▪ CD ROM must contain all plans and documents being lodged (including reports, schedules and statements) and in PDF format. Documents that are formatted as .dwg files or other file types will not be accepted. ▪ Documents are to be a maximum of 1MB. ▪ Preferably one (1) PDF document on a CD ROM, already merged with all pages in correct order, as per Council's DA submission checklist. ▪ Documents are NOT to be password protected. ▪ A statutory declaration must also be submitted with the CD ROM confirming the contents of the CD ROM are duplicating the hard copy of the DA documentation. <p>Please be aware that delays in processing of your application may occur where the contents of your CD ROM are not formatted in accordance with these requirements.</p>				