



DEVELOPMENT APPLICATION LODGEMENT CHECKLIST

Minor Residential development – alterations, additions, sheds, garages and swimming pools

NOTE: All required items listed must be provided before Council will accept the application. Please submit completed checklist with application.

Requirements	Applicant Check	Customer Service Check
Development Application Form with all required fields completed		
Development Application Fee		
Land Owner's Consent		
Site Plan (3 copies on A3 size) showing: <ul style="list-style-type: none"> ▪ Site boundaries ▪ Site contours ▪ Existing improvements ▪ Existing vegetation and vegetation proposed for removal ▪ Location of proposed dwelling and ancillary structures including services and parking, on-site wastewater management and disposal ▪ Property access location and driveway alignment 		
Floor plan and elevations (3 copies on A3) drawn to scale		
Statement of Environmental Effects or Minor Works SEE (2 copies)		
On-site Wastewater Assessment Report (2 copies) (where the site is unsewered)		
BASIX Certificate (where value of work exceeds \$50,000 or swimming pool exceeds 40,000 litres)		
Assessment of Potential Land Contamination check sheet		
Any related pre-DA advice correspondence from Council		

NOTE: Council may require additional studies and reports where the characteristics of the site and development proposal warrant such as flood impact assessments, contaminated lands assessment, geotechnical reports and heritage impact assessments. Any additional information required will be requested through a written request for further information.