



Development application lodgement checklist SUBDIVISION and BOUNDARY ADJUSTMENTS

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		
Survey Plan (3 copies at A3 size) that shows: <ul style="list-style-type: none"> ▪ Existing site boundaries ▪ Existing improvements ▪ Existing vegetation ▪ Adjoining development 		
Subdivision Plan (3 copies at A3 size) that shows: <ul style="list-style-type: none"> ▪ Proposed lot boundaries ▪ Proposed lot areas ▪ Existing improvements ▪ Conceptual building envelopes (rural land only) ▪ Indicative property access and driveway locations (rural land only) 		
Statement of Environmental Effects (2 copies)		
On-site Wastewater Assessment (2 copies) in accordance with Council's policy (where the proposed lots are for residential use and sewer connection is not available)		
Preliminary Bushfire Hazard Assessment (2 copies) (where property is located within a mapped bushfire hazard zone)		
Assessment of Potential Land Contamination check sheet		
Any related pre-DA advice from Council		

NOTE: Council may require additional studies and reports to fully consider the impacts of the proposal where the characteristics of the site and subdivision proposal warrant. Required studies may include flood impact assessments, geotechnical reports, contaminated land assessments, traffic impact assessments and the like. Any additional information required will be requested through a written request for further information.