

# Additional Lodgement Checklist for SEPP 65

APPLICATION/REFERENCE NUMBER: .....

DATE: .....

## ABOUT THIS FORM

State Environmental Planning Policy No 65 (SEPP 65) aims to improve the design quality of residential flat development in New South Wales. It applies to residential flat buildings, shop top housing and mixed use developments of:

- three or more storeys (not including levels that protrude less than 1.2m above ground level that are devoted to car parking and storage); and
- four or more self-contained dwelling units.

Applications subject to SEPP 65 will be considered by the Design Excellence Panel. This checklist details the **additional** documentation that is required for applications referred to the Design Excellence Panel under SEPP 65. It must be completed by the applicant prior to lodgement and will be checked by the planning officer assigned to the application.

*NOTE: This checklist does not replace the DA checklist. All requirements detailed below are in addition to the submission requirements detailed on the DA checklist.*

## WHAT YOU'LL NEED

- 6 additional copies of all documents unless otherwise indicated
  - *The documents must include the information detailed in the checklist below*
  - *All plans, elevations and sections should be drawn to scale and include a graphic scale bar and true north point*
- A cover page with drawing list and BASIX commitments

CHECKLIST - HAS THE FOLLOWING INFORMATION BEEN SUBMITTED?	Applicant Use		Planner Check	
	Yes	No	Yes	No
<b>Development details</b>				
1. A summary document that provides the key details of the development proposal. It shall contain information such as the:				
• Floor space ratio of the development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Number, mix, size and accessibility of apartments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Number of car parking spaces for each use (residential, retail, accessible, visitor etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Percentage of cross ventilation and daylight compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Environmental Effects (SEE)</b>	Yes	No	Yes	No
2. A SEE that includes the following additional information:				

## GET IN CONTACT

Randwick City Council  
30 Frances Street  
Randwick NSW 2031  
ABN: 77 362 844 121

Phone 1300 722 542  
Fax (02) 9319 1510  
[council@randwick.nsw.gov.au](mailto:council@randwick.nsw.gov.au)  
[www.randwick.nsw.gov.au](http://www.randwick.nsw.gov.au)

• An explanation of the design in terms of the design quality principles set out in Schedule 1 of <i>State Environmental Planning Policy No 65 - Design Quality of Residential Apartment Development</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If the proposed development is within an area where the built form and density is changing, statements about how the proposed development responds to the existing context and contributes to desired future character of the area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Description of how the proposed development achieves the relevant objectives and design criteria of the Apartment Design Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Analysis</b>	Yes	No	Yes	No
3. A site analysis consistent with Appendix 1 of the Apartment Design Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Plan</b>	Yes	No	Yes	No
4. A scale drawing showing:				
• Any proposed site amalgamation or subdivision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of any proposed buildings or works in relation to setbacks, building envelope controls and building separation dimensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Proposed finished levels of land in relation to existing and proposed buildings and roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Pedestrian and vehicular site entries and access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Interface of the ground floor plan with the public domain and with open spaces within the site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Areas of communal open space and private open space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Indicative locations of planting and deep soil zones including retained or proposed significant trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Landscape Plan</b>	Yes	No	Yes	No
5. A scale drawing showing:				
• The building footprint of the proposal including pedestrian, vehicle and service access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Trees to be removed shown dotted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Trees to remain with their tree protection zones (relative to the proposed development)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Deep soil zones and associated tree planting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Areas of planting on structure and soil depth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Proposed planting including species and size	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details of public space, communal open space and private open space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• External ramps, stairs and retaining wall levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Security features and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Built landscape elements (fences, pergolas, walls, planters and water features)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ground surface treatment with indicative materials and finishes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Site lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

• Water management and irrigation concept design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Floor Plans</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
6. Scale drawings showing:				
• All levels of the building including roof plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Layout of entries, circulation areas, lifts and stairs, communal spaces, and service rooms with key dimensions and RLs shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Apartment plans with apartment numbers and areas, typical furniture layouts for each apartment type, room dimensions and intended use and private open space dimensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Accessibility clearance templates for accessible units and common spaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Visual privacy separation shown and dimensions where necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Vehicle and service access, circulation and parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Storage areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Floor areas used to calculate the floor space ratio of the development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Elevations</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
7. Scale drawings showing:				
• Proposed building height and RL lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Building height controls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Setbacks or envelope outline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Building length and articulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The detail and features of the façade and roof design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Any existing buildings on the site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Building entries (pedestrian, vehicular and service)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Profile of buildings on adjacent properties or for 50m in each direction, whichever is most appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Sections</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
8. Scale drawings showing:				
• Proposed building height and RL lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Building height controls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Setbacks or envelope outline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Adjacent buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Building circulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The relationship of the proposal to the ground plane, the street and open spaces particularly at thresholds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The location and treatment of car parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

• The location of deep soil and soil depth allowance for planting on structures (where applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Building separation within the development and between neighbouring buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ceiling heights throughout the development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Detailed sections of the proposed façades	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Solar Access Study</b>	Yes	No	Yes	No
9. Graphic documentation at winter solstice (21 June) at a minimum of hourly intervals showing:				
• Number of hours of solar access to the principal communal open space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Number of hours of solar access to units within the proposal and tabulation of results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Overshadowing of existing adjacent properties and overshadowing of future potential development where neighbouring sites are planned for higher density	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Elevation shadows if shadow is likely to fall on neighbouring windows, openings or solar panels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Cross Ventilation Study</b>	Yes	No	Yes	No
10. Graphic documentation of unobstructed path of air movement through dual aspect apartments and tabulation of results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Materials and finishes board (1 copy only)</b>	Yes	No	Yes	No
11. A sample board of the proposed external materials, finishes and colours of the proposal, keyed to elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Illustrative views</b>	Yes	No	Yes	No
Photomontages or similar rendering or perspective drawings illustrating the proposal in the context of surrounding development. <i>Note: Illustrative views need to be prepared using a perspective that relates to the human eye. Where a photomontage is prepared, it should use a photo taken by a full frame camera with a 50mm lens and 46 degree angle of view</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Models (1 copy only)</b>	Yes	No	Yes	No
12. A physical model that shows the massing of the proposal that includes relevant context <i>Note: physical models are required for developments &gt;15 m in height or for sites &gt;10,000sqm. They may also be required for other large developments or on contentious sites</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**DECLARATION BY APPLICANT**

I declare that all the information given is true and correct

Signature: .....

Name: ..... Date: .....