

# Development Application Form

Made under Section 4.12 of the Environmental Planning and Assessment Act 1979

APPLICATION/REFERENCE NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

## ABOUT THIS FORM

Use this form to apply for development consent to:

- erect, alter or demolish a building or structure
- change the use of land or a building
- carry out earthworks or similar
- subdivide land
- strata subdivide a building
- erect or display advertising

## WHAT YOU'LL NEED

- The completed DA form & checklist.
- All plans, forms & documents as relevant.

## APPLICANT'S NAME

Title:  Mr  Mrs  Ms  Other: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

## PROPERTY/LOCATION DESCRIPTION

Unit/Street No: \_\_\_\_\_ Street: \_\_\_\_\_

Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_ Lot / DP/SP No(s): \_\_\_\_\_

## CURRENT/EXISTING USE OF SITE

.....  
.....  
.....

## TYPE OF DEVELOPMENT PROPOSED

*(Please select all that apply)*

- Building or structure
- Demolition
- Subdivision
- Other (please specify) \_\_\_\_\_
- Change of use
- Sign or advertisement
- Earthworks

Are you applying for a Staged Development Consent?  Yes  No

## GET IN CONTACT

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

Phone 9093 6000  
[council@randwick.nsw.gov.au](mailto:council@randwick.nsw.gov.au)  
[www.randwick.nsw.gov.au](http://www.randwick.nsw.gov.au)

## DESCRIPTION OF PROPOSAL

(If demolition is proposed please specify what is being demolished)

## ESTIMATED COST OF WORKS

The cost of works is subject to a check by Council before acceptance. For development costs <\$500,000, a detailed cost report is required. For development costs ≥\$500,000, a Registered Quantity Surveyor's detailed cost report is required. [Templates](#) are available from Council's website.

Estimated cost of works (including GST): \$ .....

## INTEGRATED DEVELOPMENT

Integrated development is development that requires licences or approvals from other Government Departments. If your application is integrated, you will be required to pay an additional fee to the relevant approval body through the NSW Government's online concurrence and referral service.

Is this application for integrated development?  Yes  No

If yes, please select which of the following apply:

- Item or place listed on the State Heritage Register
- Works within 40 metres of a watercourse
- Penetration of an aquifer or extraction of groundwater
- An EPA licensed activity
- Dredging or reclamation of any waters
- Removal or damage to marine vegetation
- Destruction or damage to an Aboriginal relic
- Other (please specify): .....

## CONCURRENCE AUTHORITIES

If your application requires the concurrence of another authority, you will be required to pay an additional fee to the relevant authority through the NSW Government's online concurrence and referral service.

Does this application require the concurrence of another authority?  Yes  No

If yes, please select which authorities are required to give their concurrence:

- Office of Environment & Heritage (threatened species)
- Roads and Maritime Services (works on classified roads, some advertisements)
- Transport for NSW: Sydney Trains (works near rail corridors)
- Other (please specify): .....

## ADDITIONAL DETAILS

Does your proposal involve any of the following? (please select all that apply)

- Development that relies on a clause 4.6 exception to a development standard under the RLEP 2012
- Development relating to a site over 10,000 sqm or identified as 'DCP required' on the Key Sites Map of the RLEP 2012
- Regional development (as defined in Schedule 7 of the SEPP (State and Regional Development) 2011)
- Designated development (as defined in Schedule 3 of the EP&A Regulation)
- Development on land that is, or is part of, critical habitat
- Development likely to affect threatened species, populations or ecological communities
- Alterations, additions, change of use, demolition or strata subdivision of a low rental residential building under Part 3 of the SEPP(Affordable Rental Housing) 2009
- Housing for seniors or people with a disability under the SEPP(Housing for seniors or people with a disability) 2004

## POLITICAL DONATIONS

*In accordance with Section 10.4 of the Environmental Planning and Assessment Act 1979, the applicant (or any other person with a financial interest in the application) must disclose any reportable political donations or gifts they have made in the two years before the application is made. The disclosure requirements continue to apply until the application is determined. Reportable political donations include donations of \$1000 or more.*

*If you (or any other person with a financial interest in the application) have made a reportable political donation or gift within the period of two years, please complete a [Political Donations and gifts Disclosure Statement](#). These are available from Council's website.*

Have you or an associate made a reportable political donation or gift within the previous two years?  Yes  No

## CONFLICT OF INTEREST

Are you an employee of Council or do you have an affiliation with a Council Officer or Councillor by way of family, close personal friendship or business interest?  Yes  No

If yes, please provide details \_\_\_\_\_

## NOTICE UNDER SECTION 10 OF THE PRIVACY & PERSONAL INFORMATION PROTECTION ACT 1998

*The information collected on this application form (and in any document submitted with the application) is for the purpose of assessing and determining your application under the provisions of the Environmental Planning and Assessment Act 1979. This may require making the application form, submitted documents and documents relating to the determination publicly available for inspection on the Council's website and in other ways that the Council considers appropriate. The intended recipients of the information include any parties involved in the assessment or with an interest in the application*

*If the requested information is not provided, the Council may be unable to process your application. Randwick City Council ('Council') is the name of the agency that is collecting and holding the personal information. Please advise Council if the information you have provided either changes or is incorrect or if you require your address to be withheld for personal or family safety.*

## COPYRIGHT DISCLAIMER

*The Government Information (Public Access) Act (GIPA) provides that anyone may inspect and obtain copies of certain documents held by a council, including (among others) development applications and associated documents. A council complying with its obligation under GIPA does not breach copyright law. However, a person who through this process obtains a copy of plans subject to copyright would be in breach of copyright law if those plans were later used in a way adverse to the interest of the holder of the copyright.*

*If you copy, use or distribute, building specifications or other documents subject to copyright, contrary to the provisions of the Copyright Act 1968 (Cth) you will be taken to have indemnified Randwick City Council against any claim or action in respect to breach of copyright.*

## APPLICANT DETAILS

Title:  Mr  Mrs  Ms  Other: .....

Applicant's Name: .....

Contact (if applicant is a company): ..... ABN: .....

Postal Address: .....

Suburb: ..... Post Code: .....

Email: ..... Fax / DX: .....

Phone No(s): ..... Mobile: .....

## DECLARATION

- I apply for consent to carry out the development described in this application.
- I declare that all the information given is true and correct, and electronic plans and documents submitted on electronic storage medium are an exact reproduction of the original source documents submitted with the application.
- I understand that if incomplete, the application may be delayed or rejected.
- I understand that more information may be requested within 21 days of lodgement.
- I understand that the information contained in this application and on this form (including all plans and personal information) may be made publicly available on the Council's website and in other ways that the Council considers appropriate.
- I give permission for Randwick City Council ('Council') to copy and issue copies of the development application, plans, and any other supporting material, for any purpose associated with the exercise of its functions under the Environmental Planning & Assessment Act 1979, and for the purpose of complying with its obligations under the Government Information (Public Access) Act 2009.
- I warrant that if I am not entitled to copyright in respect of any submitted document, I have obtained permission from the copyright owner for Council to use the documents lodged with this application in accordance with the above paragraph.
- I indemnify the Council against all claims and actions in respect of a breach of copyright arising from the Council copying, issuing copies, reproducing or publishing any documents lodged with this application.

Signature: .....

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

## OWNER'S CONSENT (to be completed if the applicant is not the owner/s of the subject property)

Yes

I declare that I have shown this document, including all attached drawings, to the owner(s) of the land, and that I have obtained their consent to submit this application.

Signature:

Name:

# Development Application Checklist

APPLICATION/REFERENCE NUMBER:

DATE:

## ABOUT THIS FORM

This checklist covers the key submission requirements for most applications. It does NOT include every document that may be required. Please refer to the [DA guide](#) for more information on submission requirements.

LOGEMENT CHECKLIST FOR ALL DEVELOPMENT APPLICATIONS	Applicant Use		Office Use	
	Yes	No	Yes	No
<b>Application Form and General Requirements</b>				
1. Has the development application form been completed and signed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Has consent of all owners been provided? <ul style="list-style-type: none"> <li>• <i>Strata/Company seal must be provided where applicable</i></li> <li>• <i>If the application involves works on Council property, please contact Council's Property Officer and obtain owners consent prior to lodging the DA</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Has a Cost Report been provided? <ul style="list-style-type: none"> <li>• <i>if development costs &lt;\$500,000 – a Cost Summary Report is required</i></li> <li>• <i>if development costs ≥ \$500,000 - a Registered Quantity Surveyor's Detailed Cost Report is required</i></li> </ul> <a href="#">Templates</a> are available from Council's website	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Have all forms, plans (in colour) and documents been provided as separate <b>unprotected</b> pdf files (limited to 3MB per file)? Have you checked that the pdf files are <b>NOT</b> password protected or locked? <i>Each plan, form and document must be individually labelled to identify the name of the file and the property address (Document type - property address)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Environmental Effects (SEE)</b>				
5. Has a Statement of Environmental Effects been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Does this development rely on a clause 4.6 exception to a development standard? <ul style="list-style-type: none"> <li>• If yes, has the justification been submitted?</li> </ul> <i>Please refer to the <a href="#">Exception to a Development Standard Fact Sheet</a> on Council's website for more information.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	Applicant Use		Office Use	
	Yes	No	Yes	No
<b>Site Analysis and Site Plan</b>				
7. Has a site plan been provided showing:				
• Footprint and use of proposed and existing buildings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Setbacks from boundaries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of any pool pumps or air conditioning units?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Total site area, boundary dimensions and true north point?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Proposed and existing levels (land, buildings, fences, roads & other structures)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Property numbers, location (including front setbacks) and uses of buildings on adjoining land?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Window locations in the proposed building; and window locations and room uses of buildings on adjoining land?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of vegetation, trees, easements and other site features?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Plans (general requirements)</b>				
8. Has a set of plans been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are the plans drawn to scale of 1:50, 1:100 or 1:200?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Have the plans been coloured to show alterations or additions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Are all BASIX requirements clearly shown (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Floor Plans and Roof Plans</b>				
12. Have floor plans been provided showing:				
• The layout of the proposed development including room uses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Figured dimensions of existing and proposed work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Setbacks from boundaries at each floor level?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Calculations of all existing & proposed floor areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of buildings on adjoining properties showing setbacks, windows and other relevant features?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Have roof plans been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Elevations and Sections</b>				
14. Have all elevations and sections been provided showing:				
• Existing and proposed finished ground levels with RLs to AHD?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Height of existing & proposed development including maximum building height & external wall height lines?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Finished floor, ceiling and roof ridge levels with RLs to AHD?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Setbacks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Locations of buildings on adjoining properties showing heights, setbacks, windows and other relevant features?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• External finishes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Survey Plan			
15. Has a survey plan been provided showing:			
• North Point (true solar north)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of site boundaries and easements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Contours/spot levels (to AHD) and location of existing buildings and trees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Floor, eaves and ridge height levels (RLs) for buildings on adjoining sites and spot levels on adjoining sites adjacent to boundaries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Position of structures, trees and substations on adjoining sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Survey plans are required for: all new buildings and additions to existing buildings; any structures proposed within 900mm of the property boundaries; and swimming pools over 500mm above ground level</i>			

Shadow Diagrams			
16. Have shadow diagrams been provided?			
• <i>Shadow diagrams are required for all new buildings and additions which are 2 storeys or more</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• <i>Shadow diagrams must show existing and future shadow lines at 8am, 12pm &amp; 4pm on 21 June.</i>			
• <i>Elevational shadow diagrams are required for buildings which have an impact on:</i>			
- <i>north facing living room windows (for low density residential developments); or</i>			
- <i>any living room window (for other developments unless otherwise specified in the DCP).</i>			

Landscape Plans and Arborist Reports			
17. Have landscaping details been provided, including:			
• Location, size and species of any trees to be retained, removed or impacted by the proposed development?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location and details of proposed planting, including height at maturity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location and details of proposed permeable and impermeable surfaces?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Sections showing soil depth over slabs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Driveway and path details?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Landscaping details are required for all new buildings (excl. outbuildings)</i>			
18. Will any trees covered by a Tree Preservation Order be affected by the proposal?			
• If yes, has an Arborist's report been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Models			
19. Has a physical/architectural model been submitted to Council?			
<i>A Physical model is required for all developments &gt;15 m in height or for sites &gt;10,000sqm. Council may also require models for other large scale developments.</i>			
20. Has a digital 3D model been submitted?			
<i>A <a href="#">3D model</a> is required for any development that proposes amendments to a building's envelope:</i>			
• <i>Within a B2 zone; or</i>			
• <i>That will result in a building height of 12 metres or more</i>			

Site Specific Requirements	Applicant Use		Office Use	
	Yes	No	Yes	No
21. Is the property a Heritage Item or within a Heritage Conservation Area? • If yes, has a Heritage Impact Statement been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Is the proposal within an acid sulphate soil zone? • If yes, has this matter been addressed in the SEE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Is the site located in an area that may be subject to flooding? • If yes, has the development application been prepared in accordance with the relevant flooding controls?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Is the site potentially contaminated? • If yes, has a contamination investigation report been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Is the property in a Foreshore Scenic Protection Area? • If yes, has clause 6.7 of the Randwick LEP 2012 been addressed in the SEE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. Is the land part of a critical habitat or is the development likely to affect threatened species, populations or ecological communities? • If yes, has a species impact statement been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Legislative requirements				
27. Has a BASIX Certificate been submitted? <i>Required for residential development (including boarding rooms with kitchenette and bathroom) over \$50,000 and swimming pools &gt;40,000L</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. Is the existing building low cost rental accommodation? • If yes, has documentation addressing Part 3 of the SEPP (Affordable Rental Housing) 2009 been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. Does the development require a site compatibility certificate under the SEPP (infrastructure) 2007, SEPP (Affordable Rental Housing) 2009 or the SEPP (Housing for Seniors and People with a Disability) 2004? • If yes, has site compatibility certificate been submitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. Is the development designated development? • If yes, has an environmental impact statement been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. Does the development involve a change in use that changes the classification of the building under the BCA (other than a dwelling house or structure that is ancillary to a dwelling house; and other than a temporary structure)? • If yes, has a list of existing & proposed category 1 fire safety provisions been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32. Does the proposed development exceed 15m in height? • If yes, has the <a href="#">Notice pursuant to Airport (Protection Airspace) Regulations Form</a> been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional Requirements				
33. Have details of colours, materials and finished been provided? <i>Required for new dwellings, heritage items, developments in heritage conservation and foreshore scenic protection areas, and if otherwise requested by Council</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



	Applicant Use		Office Use	
	Yes	No	Yes	No
34. Has a geotechnical report been submitted? <i>Required for any excavation &gt; 1.5m deep</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35. Has a stormwater drainage plan been submitted? <i>Required for all new buildings and if any changes are proposed to the stormwater drainage system</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36. Have parking and/or garaging details been provided including entry and egress points, dimensions and ramp gradients?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37. Have any of the following supplementary reports been provided (please refer to the <a href="#">DA guide</a> for more information):				
• Acoustic report <i>Required for developments with potential to create noise disturbance, such as: Licensed premises; Childcare centres; 24 hour operations; Boarding houses; etc</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Plan of management <i>Required for developments such as: boarding houses; student accommodation; Tourist Accommodation; Childcare centres; Late night trading; Licensed premises; etc</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Fire safety upgrade report?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• BCA Compliance report?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Transport and/or parking report?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38. Does the application require referral to the Design Excellence Panel (DEP)? <i>All new or substantial alterations/additions to developments (excluding dwelling houses &amp; dual occupancies) involving 3 or more storeys require referral to the DEP. If referral is required, an additional fee is payable.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Application History</b>				
39. Has this proposal been the subject of a formal pre-lodgement meeting?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, please provide the PL number:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40. Has this proposal been the subject of a previous DA?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, please provide the DA number:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>ADDITIONAL CHECKLIST FOR DEVELOPMENTS WITH THREE OR MORE STOREYS</b>				
1. Does the proposal involve 3 or more storeys and 4 or more dwellings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, has the separate <a href="#">lodgement checklist for SEPP 65</a> been completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, has a statement been provided from a qualified designer that: - verifies that he/she designed, or directed the design, of the development; and - addresses how the design quality principles and objectives of the Apartment Design Guide are achieved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is strata subdivision proposed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, has a strata plan been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Do the plans clearly show:				
• Floor areas used to calculate the floor space ratio?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Proposed garbage areas, clothes drying areas and letterboxes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

• Number, location and dimensions of parking spaces?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Aisle widths and ramp grades?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Paths of travel for moving bins from the garbage areas to the kerb?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADDITIONAL CHECKLIST FOR COMMERCIAL & INDUSTRIAL DEVELOPMENT	Applicant Use		Office Use	
	Yes	No	Yes	No
4. Does the statement of environmental effects include:				
• Hours of operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Staff and patron numbers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details of any plant or machinery to be installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Type, size and quantity of goods to be manufactured, stored or transported?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details and number of sanitary facilities provided for staff and patrons?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details of any entertainment, musical instruments or amplified sound proposed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Waste management details (including type and quantity of waste generated)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details of any proposed advertising?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details of loading/unloading facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the premises have or will it apply for a liquor license?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, what type of liquor license:				
6. Do the plans clearly show:				
• Disabled access and facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Garbage areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Number, location and dimensions of parking spaces and loading facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Aisle widths and ramp grades?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Seating layout?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADDITIONAL CHECKLIST FOR SUBDIVISIONS				
7. Have the dimensions and areas of existing and proposed lots been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Have relevant service utility providers been consulted (documentary evidence must be provided)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Is the proposal subject to the provisions of SEPP (Affordable Rental Housing) 2009?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, have the comparable rental rates for the locality been provided and an assessment undertaken in accordance with the SEPP?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are any subdivision works proposed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If yes, have preliminary engineering drawings been provided?	<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: .....

## HOW TO LODGE THIS APPLICATION

ONLINE VIA THE NSW PLANNING PORTAL

<https://www.planningportal.nsw.gov.au/onlineDA>

Please refer to Council's website for more information.

## FEES

Application fees are in accordance with Council's Fees and Charges Policy. To avoid delays at lodgement, please contact us to obtain a fee quote prior to lodging your application. If lodging multiple applications, a separate payment must be made for each application.

Payment must be paid via Council's Epathway online services (i.e. credit card via Council's website).

## OFFICE USE ONLY

*(This section is to be completed by the Duty Officer)*

Is additional information required prior to lodgement?

Yes  No

If yes, please specify

.....  
.....

Other comments:

.....  
.....  
.....

Duty Officer:

.....

*(Please print name)*

Signature:

.....

Date:

.....

## OFFICE USE ONLY (FEES)

*(This section is to be completed by the Customer Service Officer)*

Notification Fee	\$
Rectification Fee	\$
Assessment Fee	\$
Plan First Fee	\$
Plan First Administration Fee	\$
Information Management Fee	\$
Advertising Fee	\$
Design Excellence Panel Fee	\$
Other:	\$
<b>TOTAL:</b>	<b>\$</b>
<b>Receipt No:</b>	<b>Date:</b>

## PRIVACY AND PERSONAL INFORMATION PROTECTION NOTICE

The purpose of collection of this information is to enable Council to process your request. We will not be able to process your request if you do not provide the information. This form will be stored electronically in Council's electronic document management system. Access to this information is restricted to Randwick City Council officers. Members of the public will not be provided with access to the personal details contained on this form. View our [Privacy Statement](#) for more information.