

DA LODGEMENT CHECKLIST

✓ = Required * = May be required ✗ = Not required

Note: All applications must be lodged via the NSW Planning Portal. No handwritten or scanned plans will be accepted. All plans must be professionally drafted, to scale, and lodged in PDF format. Survey plans must be boundary-to-boundary and prepared by a Registered Surveyor. For more information, refer to **Council's Document & Plan Requirements Fact Sheet**.

Document / Report Requirement	Residential Ancillary Buildings (outbuilding, farm building, Garage, Carports, Awning, Retaining Wall)	Single Dwelling	Secondary Dwelling	Dual Occupancy	Multi-Unit Housing	Commercial / Industrial	Boarding House	Residential Flat Building/Mixed Use Development	Child Care Centres	Place of Public Worship	Demolition	Intensive Agriculture	Retrospective Development	Subdivision Only
Elevation & Sections	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✗
Erosion & Sediment Control Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cut and Fill Plan	*	*	*	*	*	*	*	*	*	*	*	*	*	✓
Floor Plans	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✗
Landscape Plans	*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓
Photo Montages	*	*	*	*	✓	✓	✓	✓	✓	✓	✗	✗	*	✗
Site Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Site Analysis Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	*	✓	✓	✓
Detail Survey Plan with Boundary Identification Prepared by Registered Surveyor	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Subdivision Plan Prepared by Registered Surveyor	✗	✗	✗	*	*	*	✗	*	✗	✗	✗	✗	*	✓
Shadow Diagram	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗
Schedule of Colours & External Finishes	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗
Stormwater Drainage Concept Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓
OSD Details	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	*	*	✓
3D Model	✗	✗	✗	✗	*	*	*	*	*	*	✗	✗	*	*
Notification Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓
BASIX Certificate	*	✓	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	*	✗
Bushfire Report	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Clause 4.6 Variation	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Contamination/ Remediation Action Plan	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Preliminary Site Investigation	*	*	*	*	*	*	*	✓	✓	*	✗	*	*	✓
Estimated Development Cost Cost above 1.5 million requires QS.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Crime Risk Assessment	✗	✗	✗	✗	*	*	✓	✓	*	*	✗	✗	*	✗
Design Verification Statement	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗
Flood Impact Assessment Report	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Odour Report	✗	✗	✗	✗	*	*	*	*	*	*	✗	✓	*	*
Plan of Management	✗	✗	✗	✗	✗	*	✓	*	✓	✓	✗	✓		✗

Structural Engineers Report	*	*	*	*	*	*	*	*	*	*	✗	✗	*	*
Access Report	✗	*	*	*	✓	✓	✓	✓	✓	✓	✗	✗	*	✗
Acoustic report/Noise Assessment	*	*	*	*	*	*	✓	✓	✓	✓	✗	*	*	*
Acid Sulfate Soils Assessment	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Arborist Report	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Bio-diversity Assessment Report	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Flora and Fauna Assessment	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Geotechnical Report	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Heritage Impact Statement	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Wastewater Disposal Assessment	*	*	*	*	*	*	*	*	*	*	✗	*	*	*
Waste Management Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Swept Paths/Driveway Long Sections	*	*	*	✓	✓	✓	✓	✓	✓	✓	✗	*	*	*
Traffic and Parking Assessment	✗	✗	✗	✗	*	*	✓	✓	✓	✓	✗	*	*	*
Signage Details (SEPP Industry & Employment 2021, Ch.3)	✗	✗	✗	✗	✗	*	*	*	*	✗	✗	✗	*	✗
Any other specialist report requested by Council during assessment	*	*	*	*	*	*	*	*	*	*	*	*	*	*