

The following checklist will help you prepare and lodge a complete application. Please confirm that your application contains all the information listed within the table below by placing a CROSS in the appropriate Yes/No/NA column titled 'Applicant'. **Incomplete applications will be returned to the applicant.**

Even though this application may be accepted for lodgement, Council reserves the right to request further information, if necessary, upon formal assessment of the proposal.

Lot Number	<input type="text"/>	Section	<input type="text"/>	DP/NPP/SP	<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>

Item	See DA Guide	Applicant		
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ALWAYS REQUIRED		Y	N	NA
Development Application Form completed in full.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Owners Consent.	5.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Genuine estimate of demolition/construction cost of works.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Environmental Effects and detail to address Tweed DCP A4 and SEPP 64, if applicable.	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan to scale of 1:100 or 1:200.	3.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dimensioned Plans to scale of 1:100 or 1:200.	3.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule of Colours and Materials (may be shown on plans).	A.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indication of illumination, wording and art work.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The submitted application is in accordance with the Electronic Lodgement Checklist (ELC).	5.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you checked the required fees for your application? The correct fees must be paid at the lodgement of the application. Detailed information on DA fees is provided on Council's web site.	-	<input type="checkbox"/>	<input type="checkbox"/>	-

REQUIRED IN CERTAIN CIRCUMSTANCES		Y	N	NA
Integrated Development Special Requirements When: development requires permits from non-Council bodies. A cheque for \$320 (made payable to the relevant authority) and \$140 (made payable to Tweed Shire Council) is required for each approval body referral.	A.18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heritage Impact Assessment When: proposal is within a Heritage Conservation Area or is associated with a heritage item.	4.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Political Donations and Gifts (only if applicable).	5.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>