

# Development Application Checklist

Helipads and Heliports

# 20



**TWEED**  
SHIRE COUNCIL

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		
		Y	N	NA
<b>ALWAYS REQUIRED</b>				
<b>Development Application Form</b> completed in full.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Owners Consent</b>	5.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Genuine estimate of demolition/construction cost of works.</b>	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Environmental Effects</b> and detail that addresses the following: - Hours of operation - Number of flight movements - Type and load of helicopters - Nominated flight paths - Details of any associated activities	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Management Plan</b> detailing how the site will be managed and may include the following: - Hours of operation - Types of helicopters being used - Landing sites - Approach and departure paths - Nearby residential and noise sensitive receivers - Flight exclusion zones - Flight movement management - Compliance measures (methods to monitor conditions of consent, tracking and recording flight paths and altitude of helicopters, number of helicopter movements, types of helicopters, complaint register and maintaining and acting on complaints)	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Plan</b> including detail showing the property boundaries, existing buildings, contours of the land and landing sites to scale of 1:100 or 1:200.	3.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Acoustic Assessment Report</b> prepared by a suitably qualified acoustic consultant with demonstrated experience involving helicopters and assessing helicopter noise.	A.22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Detail to address Tweed DCP A15 - Waste Minimisation and Management.</b>	A.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contaminated Land.</b> Have you considered the 6 contaminated land questions referenced in the Development Application Form or SEPP 55?	A.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Have you consulted and addressed the Tweed Shire Councils Helipads and Heliports Design and Assessment Guide?</b>	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Advertising and Notification Fees</b> <b>Note:</b> Development Application will be advertised		<input checked="" type="checkbox"/>	-	-

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		Y	N	NA
<b>ALWAYS REQUIRED</b>		<b>Y</b>	<b>N</b>	<b>NA</b>
The submitted application is in accordance with the Electronic Lodgment Checklist (ELC).	5.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If earthworks or building construction is required, the submitted application is in accordance with the relevant DA Checklist	-	<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"/>	-
<b>REQUIRED IN CERTAIN CIRCUMSTANCES</b>		<b>Y</b>	<b>N</b>	<b>NA</b>
<b>Integrated Development Special Requirements</b> <b>When:</b> development requires permits from non-Council bodies. A payment of \$320 (payable to the relevant authority) and \$140 (payable to Tweed Shire Council) is required for each approval body referral.	A.18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Environmental Impact Statement</b> <b>When:</b> development triggers designated development under Schedule 3 of the Environmental Planning and Assessment Regulation 2000.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Biodiversity Conservation Act 2016 requirements</b> <b>When:</b> if a proposal includes clearing of native vegetation or prescribed impacts on biodiversity. The following information must be provided with an application at a minimum: - Printout of the Biodiversity Values Map and Threshold Tool signed and dated the day of or day before submission of application; and - Access NSW BioNet (free online tool) to see if any threatened species have been recorded on the lot and provide a comment in the application; and - Plan showing the clearing threshold calculations including incidental required clearing e.g. driveways, Land Application Areas (LAA) and Asset Protection Zones (APZ). A Biodiversity Development Assessment Report (BDAR) may be required in certain circumstances.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contamination Report</b> <b>When:</b> for new construction/building where land is contaminated or potentially contaminated.	A.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Acid Sulfate Soils Management Plan</b> <b>When:</b> land is identified as being within classes 1-5 on the Acid Sulfate Soils Map.	A.16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Heritage Impact Assessment</b> <b>When:</b> 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"/>
<b>Aboriginal Heritage – Cultural Heritage Assessment Report</b> <b>When:</b> a proposal is on land of known or potential Aboriginal heritage significance.	4.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Koala Habitat Assessment</b> <b>When:</b> a proposal is located within a Koala Management Precinct as identified in the Tweed Coast Comprehensive Koala Plan of Management.	4.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Political Donations and Gifts</b> (only if applicable).	5.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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OTHER APPLICATIONS THAT CAN BE SUBMITTED WITH YOUR APPLICATION	Y	N	NA	
<b>Construction Certificate</b> - prior to commencement of any building work: - Structural details ie: footing and floor slab design framing and bracing details addressing relevant Building Code of Australia requirements. - Specifications of the work.	5.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Long Service Levy</b> <b>When:</b> any construction work valued at \$25,000 or more.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>