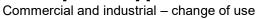
Development Application Checklist







The following checklist will help you prepare your application. Please confirm that your application contains all the information listed within the table below by placing a crossing in the appropriate Yes/No/NA column titled 'Applicant'. Incomplete applications will not proceed past the pre-lodgement stage on the NSW Planning Portal.

Council reserves the right to request further information, if necessary, upon formal assessment of the proposal.

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ALWAYS REQUIRED		Y	N	NA
Owners Consent - signed form required.	5.6			
Genuine estimate of demolition/construction cost of works.	-			
Plans				
a) Site Plan to scale of 1:100 or 1:200.	3.3			
b) Floor plans coloured to show new work and to scale of 1:100 or 1:200.	3.3			
Statement of Environmental Effects and detail that addresses the following:				
- Car parking and access assessment stating compliance with Section A2 - Tweed				
DCP.				
 Nature of the business including type, size, quantity of goods to be made, stored or retailed. 	4			
- Hours of operation.				
- Number of employees.				
- Any proposed signage - see Checklist 11.				
- Plant & machinery to be installed.				

REQUIRED IN CERTAIN CIRCUMSTANCES		Y	Ν	NA
Advertising and Notification - see Community Engagement and Participation Plan.	-			
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			
Application for Trade Waste Agreement	_			
When: wastes are to be disposed of through Council's piped effluent disposal system.				
Access and Traffic Impact Assessment Report When: On sites with constrained access and proposals that are likely to create a significant	4.5			
impact on local traffic and parking conditions.				
Acoustic Assessment Report				
When: Sites that are currently impacted or in proximity to any major noise generating activities such as airports or major roads.	A.22			
Waste Management Plan	A.4			
When: increasing waste generation, any new putrescible waste or food processing.	7.4			
Heritage Impact Assessment				
When: proposal is within a Heritage Conservation Area or is associated with a heritage item.	4.9			
Statement of Political Gifts and Donations (only if applicable).	5.9			

Development Application Checklist 12

Commercial and industrial – change of use

Item	See DA Guide	Applicant		
OTHER APPLICATIONS THAT CAN BE SUBMITTED WITH YOUR APPLICATION		Y	N	NA
 Construction Certificate - 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			

Long Service Levy

When: any construction work valued at \$250,000 or more.Plumbing and Drainage Application - (Sewer and Septic) On-site Sewerage
management and Hydraulic Work - Section 68 of the Local Government Act 1993Required prior to issue of Construction Certificate. See plumbing and drainage form for
required plans/attachments.

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5.3