

Development Application Checklist

Helipads and Heliports

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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.

Item	See DA Guide	Applicant		
		Y	N	NA
ALWAYS REQUIRED				
Owners Consent - signed form required.	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 that addresses the following: <ul style="list-style-type: none"> - 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"/>
Site Management Plan detailing how the site will be managed and may include the following: <ul style="list-style-type: none"> - 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"/>
Site Plan 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"/>
Acoustic Assessment Report 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"/>
Detail to address Tweed DCP A15 - Waste Minimisation and Management.	A.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contaminated Land. 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"/>
Have you consulted and addressed the Tweed Shire Councils Helipads and Heliports Design and Assessment Guide?	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advertising and Notification - see Community Engagement and Participation Plan. Note: Development Application will be advertised.		<input checked="" 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"/>

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		Y	N	NA
REQUIRED IN CERTAIN CIRCUMSTANCES				
Environmental Impact Statement When: development triggers designated development under Schedule 3 of the <i>Environmental Planning and Assessment Regulation 2000</i> .	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Biodiversity Conservation Act 2016 requirements When: 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: <ul style="list-style-type: none"> - 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"/>
Contamination Report When: for new construction/building where land is contaminated or potentially contaminated.	A.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Acid Sulfate Soils Management Plan When: 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"/>
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"/>
Aboriginal Heritage – Cultural Heritage Assessment Report When: a proposal is on land of known or potential Aboriginal heritage significance.	4.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Koala Habitat Assessment When: 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"/>
Statement of Political Donations and Gifts (only if applicable).	5.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OTHER APPLICATIONS THAT CAN BE SUBMITTED WITH YOUR APPLICATION				
Construction Certificate - prior to commencement of any building work: <ul style="list-style-type: none"> - 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"/>
Long Service Levy When: any construction work valued at \$25,000 or more.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>