

**REQUIREMENTS FOR SUBMITTING A
DEVELOPMENT APPLICATION WITH COUNCIL**

In accordance with the Environmental Planning & Assessment Act 1979, the Local Government Act 1993, and Council's Local Environmental Plan 2010, the following is considered necessary when submitting a Development Application for Council Approval. The following requirements must accompany a completed Development Application form, available from Council or www.temora.nsw.gov.au

 Development Application Form **Plans & Specifications**

Two (2) copies of the following plans shall be submitted with all applications:

- Site plan showing – boundary dimensions, site area and north point of the land
 - Location & uses of existing building on the land
 - The location of proposed new building or works in relation to property boundaries
- Floor plans of proposed buildings showing layout, partitioning, room sizes and intended uses of each part of the building
- Elevations and sections showing proposed external finishes and heights
- Specifications that accurately describe the construction and materials of which the building is to be built.
- Stormwater drainage plan for the whole of the site
- 3 x A4 copies of plans showing site plan, height, and external configuration of proposed building.

 BASIX:

A BASIX Certificate is required for all new dwellings, alterations and additions to dwellings valued at or above \$50,000.00 and swimming pools capable of containing volumes of over 40,000 litres. A BASIX Certificate can be obtained from www.basix.nsw.gov.au. For further information please phone the BASIX help line on 1300 650 908.

 Builder Licences /Owner Builders Permits / Home Warranty Insurance:

Any work valued between \$5,000.00 and \$12,000.00 requires either:

1. An owner builders permit (obtainable from the NSW Office of Fair Trading) or
2. Details of a builder licensed to undertake the work (inclusive of license number).

All work valued at \$12,000.00 or greater requires either:

1. An owner builders permit (obtainable from the NSW Office of Fair Trading) or
2. Details of a builder licensed to undertake the work (inclusive of license number) together with a job specific Home Warranty Insurance policy.

 Statement of Environmental Effects

A statement of Environmental Effects is a written document that explains the likely impacts of a development proposal on the surrounding environment (i.e. natural environment, neighbouring properties, streetscapes, hours of operation, garbage disposal, etc). The document should explain the impacts of the development, how the impacts were identified and what proposals are in place to protect or lessen any harm that may be done as a result of the development. Council offers a form to prompt/assist applicants in satisfying this requirement.

 Construction Certificate

A construction certificate is required if your development involves the erection of a structure. This application can be made with the Development Application or subsequent to development consent being obtained. To enable a construction certificate to be issued detailed plans and specifications, including structural engineering details will be necessary.

 Subdivision

- Details of the existing and proposed subdivision pattern (including the number and area of lots, and location of roads)
- Preliminary engineering drawings indicating proposed infrastructure including roads, water, sewerage, and earthworks
- Existing and finished ground levels, contours
- Position of all existing services, drainage reserves, easements, right of ways and major natural features in the case of **advertisements:**
- Details of the size, type, colour, content, materials and position of the sign board or structure

 Fees

Upon a submission of a Development Application the applicant will be required to pay a fee. The fee is based upon the estimated cost of works, in addition to the type of approval being sought and how many inspections are required. Depending on the value and type of work being undertaken, the fee may also incorporate charges prescribed by the NSW Government and the Builder's Long Service Levy Corporation. Please contact Council prior to lodgment to obtain the correct fee structure.

SUMMARY - ITEMS REQUIRED FOR THE SUBMISSION OF A DEVELOPMENT APPLICATION

	Completed DA Form	Site Plan	Floor Plan	Structural Plans	Stormwater Plan	BASIX	Home Warranty	Insurance	Owner Builder Permit	\$10,000 refundable bond +	Statement of Environment	Plan of Subdivision	Plan of Boundary Adjustment	Payment of Fees
New Dwelling	x	x	x	x		x	???	???	???		◆			x
Dwelling Adds.	x	x	x	x		○	???	???	???		◆			x
Relocate Dwelling	x	x	x	x			???	???	???	x	◆			x
Shed/Garage	x	x	x	x			???	???	???		◆			x
Carpport	x	x	x	x			???	???	???		◆			x
Outbuilding	x	x	x	x			???	???	???		◆			x
Swimming Pool	x	x	x	x		○	???	???	???		◆			x
Fences	x	x									◆			x
Subdivision	x	x									◆	x		x
Boundary Adj.	x	x									◆		x	x
Commercial	x	x									◆			x

x Required for Development Assessment

?? All work valued at (or greater than) \$5,000.00 requires either an Owner Builder permit or a licensed builder. For all work valued at (or greater than) \$12,000.00 the applicant has a choice of either obtaining an Owner Builder permit or utilising a licensed builder. Where a licensed builder is utilised, a job specific Home Warranty Insurance policy is required. Where an owner builder permit is utilised for work over \$12,000 the applicant will be required to complete an approved course of instruction. A completion certificate will be issued, which will enable you to obtain the permit from the Dept of Fair Trading.

○ BASIX is a NSW Government sustainability initiative. A BASIX Certificate is required for all new dwellings, alterations and additions to dwellings valued at or above \$50,000.00, and swimming pools capable of containing volumes of over 40,000 litres. A BASIX Certificate can be obtained from www.basix.nsw.gov.au. For further information please phone the BASIX help line on 1300 650 908.

◆ A Statement of Environmental Effects may be required depending on the characteristics of the proposed development (e.g. size, commercial operations, etc). Council forms are available to assist/prompt applicants of routine development activity.

NOTE: It is advised that Council be contacted prior to submitting a Development Application to ensure all correct and relevant information has been provided, particularly if the proposed development falls outside of the above categories. Council staff can also assist in providing an accurate schedule of fees.

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