

# Central Coast Council

## Development Application Checklist

Property Address: \_\_\_\_\_

Applicant Name & Address \_\_\_\_\_

Date: \_\_\_\_\_

### Development Application Checklist for Dwellings, Sheds etc

**ALL PLANS TO BE A3 AND TO SCALE**

Does your paperwork include the following (minimum) information?

- |     |   |                          |
|-----|---|--------------------------|
| (1) | Site Plan drawn to scale - to include all existing and proposed buildings on the site, Title boundaries and vehicle access to the road.   | <input type="checkbox"/> |
| (2) | Floor Plans   | <input type="checkbox"/> |
| (3) | Elevations (including proposed cut and fill over the site)  | <input type="checkbox"/> |
| (4) | Copy of Certificate of Title, including Schedule of Easements   | <input type="checkbox"/> |
| (5) | Drainage Plan (showing old and new stormwater and sewer connections).   | <input type="checkbox"/> |
| (6) | Waste Water and Stormwater Management. Where the site is not connected to reticulated sewer, water and stormwater systems, a separate Drainage Plan must be submitted showing on- site wastewater system location, stormwater system location and water tanks. A Wastewater & Stormwater Management Plan by a suitably qualified person will most likely be required. | <input type="checkbox"/> |
| (7) | A written description on the Use of the Land.   | <input type="checkbox"/> |
| (8) | Geotechnical Report / Landslide Risk Report/ Flooding Report (if required)  | <input type="checkbox"/> |
| (9) | Agricultural Consultant Report (if required)  | <input type="checkbox"/> |

Yes
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

### Development Application Checklist for Subdivisions

Does your paperwork include the following information?

- |     |   |                          |
|-----|---|--------------------------|
| (1) | <b>Draft Survey Plan</b>  | <input type="checkbox"/> |
| (2) | <b>Site Plan to scale (including lot numbers and the area of each lot)</b><br>(a) Position of existing and proposed boundaries<br>(b) Location of all existing and proposed services<br>(c) Topographic information (creek lines/ forests etc). | <input type="checkbox"/> |
| (3) | Copy of <b>Certificate of Title, including Schedule of Easements</b>  | <input type="checkbox"/> |
| (4) | Has this proposal been discussed with the Road Authority and Stormwater Authority ( <b>Central Coast Council Infrastructure Services</b> ) ph: 6429 8970)?  | <input type="checkbox"/> |

Yes
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

**NB:** For Engineering Design & Construction for all Subdivision referral should be made to the **Tasmanian Subdivision Guidelines dated October 2013.**

## Checklist for Plans Required

**Each Set of Plans/ Drawings submitted to the Council require the following details:**

COVER SHEET - - detailing Client Name, development address, Plan Schedule, Drafting/Designer name and contact details.

PROJECT NUMBER OR DRAWING NUMBER - ie.. The number that is consistent on all sheets.

SHEET NAME - eg Site Plan/Floor Plan/ Drainage Plan.

REVISION NUMBER - eg Rev .

DATE OF DRAWING - eg 20/-6/2016.

SCALE OF PLAN AND PRINT SCALE - eg 1:100 (A3).

NORTH POINT.

Yes

**NB: All revised or amended plans and reports are to show revision number and date of revision.**

### Please Note:

- (1) This checklist has been developed to help the applicant ensure the minimum requirements are provided to the Planning Department for a preliminary assessment to be undertaken.
- (2) If you wish to make an appointment to see one of our Planning Staff, please log onto our website at [www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au) to make a suitable date and time or alternatively contact Planning Services on 6429 8952.
- (3) Sufficient information is required to demonstrate compliance with all relevant legislation. A more detailed list of application requirements is given under Section.8.1 of the *Central Coast Interim Planning Scheme 2013*.