

APPENDIX 3

Development application – recommended documentation checklist

Information required in a development application is established in Schedule 1 of the *Environmental Planning and Assessment Regulation 2000*. For residential apartment development, SEPP 65 provides additional recommendations for development application requirements.

The following table elaborates on the SEPP recommendations and is a guide that suggests more detailed and well resolved drawings to assist with demonstrating better design practice. The consent authority may also identify additional information that is required for the assessment of a residential apartment development. All plans, elevations and sections should be drawn to scale and include a graphic scale bar and true north point. A cover page with drawing list and BASIX commitments should be included.

| Documentation | Required information | Provided | |
|---|--|----------|--------|
| | | Yes (✓) | No (x) |
| Development details | A summary document that provides the key details of the development proposal. It contains information such as the: | | |
| | <ul style="list-style-type: none"> • floor space ratio of the development | | |
| | <ul style="list-style-type: none"> • number, mix, size and accessibility of apartments | | |
| | <ul style="list-style-type: none"> • number of car parking spaces for use (residential, retail, accessible, visitor etc.) | | |
| | <ul style="list-style-type: none"> • percentage of cross ventilation and daylight compliance | | |
| Statement of Environmental Effects | In addition to the consent authorities requirements: | | |
| | <ul style="list-style-type: none"> • An explanation of the design in terms of the design quality principles set out in Schedule 1 of <i>State Environmental Planning Policy No 65 - Design Quality of Residential Apartment Development</i> | | |
| | <ul style="list-style-type: none"> • If the proposed development is within an area where the built form and density is changing, statements about how the proposed development responds to the existing context and contributes to desired future character of the area | | |
| | <ul style="list-style-type: none"> • Description of how the proposed development achieves the relevant objectives and design criteria of the Apartment Design Guide | | |
| Site analysis | Prepared consistent with Appendix 1 of the Apartment Design Guide | | |

| Documentation | Required information | Provided | |
|-----------------------|--|----------|--------|
| | | Yes (✓) | No (x) |
| Site plan | A scale drawing showing: | | |
| | • any proposed site amalgamation or subdivision | | |
| | • location of any proposed buildings or works in relation to setbacks, building envelope controls and building separation dimensions | | |
| | • proposed finished levels of land in relation to existing and proposed buildings and roads | | |
| | • pedestrian and vehicular site entries and access | | |
| | • interface of the ground floor plan with the public domain and with open spaces within the site | | |
| | • areas of communal open space and private open space | | |
| | • indicative locations of planting and deep soil zones including retained or proposed significant trees | | |
| Landscape plan | A scale drawing showing: | | |
| | • the building footprint of the proposal including pedestrian, vehicle and service access | | |
| | • trees to be removed shown dotted | | |
| | • trees to remain with their tree protection zones (relative to the proposed development) | | |
| | • deep soil zones and associated tree planting | | |
| | • areas of planting on structure and soil depth | | |
| | • proposed planting including species and size | | |
| | • details of public space, communal open space and private open space | | |
| | • external ramps, stairs and retaining wall levels | | |
| | • security features and access points | | |
| | • built landscape elements (fences, pergolas, walls, planters and water features) | | |
| | • ground surface treatment with indicative materials and finishes | | |
| | • site lighting | | |
| | • water management and irrigation concept design | | |

| Documentation | Required information | Provided | |
|--------------------|---|----------|--------|
| | | Yes (✓) | No (x) |
| Floor plans | A scale drawing showing: | | |
| | • all levels of the building including roof plan | | |
| | • layout of entries, circulation areas, lifts and stairs, communal spaces, and service rooms with key dimensions and RLs shown | | |
| | • apartment plans with apartment numbers and areas, all fenestration, typical furniture layouts for each apartment type, room dimensions and intended use and private open space dimensions | | |
| | • accessibility clearance templates for accessible units and common spaces | | |
| | • visual privacy separation shown and dimensions where necessary | | |
| | • vehicle and service access, circulation and parking | | |
| | • storage areas | | |
| Elevations | A scale drawing showing: | | |
| | • proposed building height and RL lines | | |
| | • building height control | | |
| | • setbacks or envelope outline | | |
| | • building length and articulation | | |
| | • the detail and features of the facade and roof design | | |
| | • any existing buildings on the site | | |
| | • building entries (pedestrian, vehicular and service) | | |
| | • profile of buildings on adjacent properties or for 50m in each direction, whichever is most appropriate | | |
| Sections | A scale drawing showing: | | |
| | • proposed building height and RL lines | | |
| | • building height control | | |
| | • setbacks or envelope outline | | |
| | • adjacent buildings | | |
| | • building circulation | | |
| | • the relationship of the proposal to the ground plane, the street and open spaces particularly at thresholds | | |

| Documentation | Required information | Provided | |
|------------------------------------|--|----------|--------|
| | | Yes (✓) | No (x) |
| Sections (continued) | <ul style="list-style-type: none"> the location and treatment of car parking | | |
| | <ul style="list-style-type: none"> the location of deep soil and soil depth allowance for planting on structure (where applicable) | | |
| | <ul style="list-style-type: none"> building separation within the development and between neighbouring buildings | | |
| | <ul style="list-style-type: none"> ceiling heights throughout the development | | |
| | <ul style="list-style-type: none"> detailed sections of the proposed facades | | |
| Solar access study | Where required, graphic documentation at winter solstice (21 June) at a minimum of hourly intervals showing: | | |
| | <ul style="list-style-type: none"> number of hours of solar access to the principal communal open space | | |
| | <ul style="list-style-type: none"> number of hours of solar access to units within the proposal and tabulation of results | | |
| | <ul style="list-style-type: none"> overshadowing of existing adjacent properties and overshadowing of future potential development where neighbouring sites are planned for higher density | | |
| | <ul style="list-style-type: none"> elevation shadows if shadow is likely to fall on neighbouring windows, openings or solar panels | | |
| Cross ventilation study | Where required, graphic documentation of unobstructed path of air movement through dual aspect apartments and tabulation of results | | |
| Material and finishes board | A sample board of the proposed external materials, finishes and colours of the proposal, keyed to elevations | | |
| Illustrative views | <p>Photomontages or similar rendering or perspective drawings illustrating the proposal in the context of surrounding development.</p> <p><i>Note: Illustrative views need to be prepared using a perspective that relates to the human eye. Where a photomontage is prepared, it should use a photo taken by a full frame camera with a 50mm lens and 46 degree angle of view</i></p> | | |
| Models | <ul style="list-style-type: none"> A three dimensional computer generated model showing views of the development from adjacent streets and buildings | | |
| | <ul style="list-style-type: none"> A physical model that shows the massing of the proposal that includes relevant context (particularly for developments of 20 apartments or more, or on contentious sites) if required by the consent authority | | |