

DEVELOPMENT APPLICATION CHECKLIST

	Residential	Residential (Patio, Outbuilding etc.)	Commercial	Industrial	Change of Use	Transient Workforce Accommodation	Home Occupation/ Home Business	Amendment to Previous Approval	Signage	Mixed Use (residential and Commercial) & DAP Applications**	Applicant Checklist	Council Checklist
Development Application Form	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Title	☑	☑	☑	☑	☑	☑	☑		☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Survey Plan	☑	☑	☑	☑		☑				☑	<input type="checkbox"/>	<input type="checkbox"/>
Site Analysis Plan	☑	☑	☑	☑		☑	☑	☐	☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Floor Plan	☑	☑	☑	☑	☑	☑	☑	☐	☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Elevations/ Sections	☑	☑	☑	☑		☑		☐	☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Planning Report	☑	☑	☑	☑	☑	☑	☑	☐		☑	<input type="checkbox"/>	<input type="checkbox"/>
Streetscape Illustration	☐	☐	☐			☐		☐	☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Home Occupation/ Business Checklist							☑				<input type="checkbox"/>	<input type="checkbox"/>
Landscape Plan	☑		☑	☑		☑		☐		☑	<input type="checkbox"/>	<input type="checkbox"/>
Quantity Surveyors Report (Value of works greater than \$500,000)	☑		☑	☑		☑				☑	<input type="checkbox"/>	<input type="checkbox"/>
BCA Upgrade/ Fire Report					☐						<input type="checkbox"/>	<input type="checkbox"/>
Schedule of Colours and Finishes	☑		☑	☐		☑			☑	☑	<input type="checkbox"/>	<input type="checkbox"/>
Drainage Plan	☑	☐	☑	☑		☑				☑	<input type="checkbox"/>	<input type="checkbox"/>
Construction Management Plan	☐		☑	☑		☑				☑	<input type="checkbox"/>	<input type="checkbox"/>
Waste Management Plan	☐		☑	☑		☑				☑	<input type="checkbox"/>	<input type="checkbox"/>
Erosion/Sediment Control Plan	☐		☐	☐		☐				☑	<input type="checkbox"/>	<input type="checkbox"/>
Heritage Impact Assessment	☐		☐	☐		☐				☐	<input type="checkbox"/>	<input type="checkbox"/>
Stormwater/ Flood Report	☐	☐	☐	☐		☐				☑	<input type="checkbox"/>	<input type="checkbox"/>
Geotechnical/ Contamination Report	☐		☐	☐		☐				☐	<input type="checkbox"/>	<input type="checkbox"/>
Acoustic Report	☐		☐	☐	☐	☐				☐	<input type="checkbox"/>	<input type="checkbox"/>
Bushfire Attack Level (BAL) Assessment	☐				☐	☐				☐	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Statement or Impact Assessment	☐		☐	☐		☐				☐	<input type="checkbox"/>	<input type="checkbox"/>

☑ Mandatory (for all applications)

☐ May be required

All Development Applications require to provide:

- Completed DA form signed by all landowners (not required for Section 40)
- Certificate of Title
- Non-refundable fee – refer to the Planning & Building Fee Schedule available on the Shires website.
- One copy of all plans and information as detailed be individual application types.

** Information Required for formal lodgement of a Development Assessment Panel (DAP) Application:

- Completed hard copy of the Development Assessment Panel application Form 1 or Form 2
- Completed Shire of Ashburton Development Application form
- Digital copy of all plans and documentation on CD or USB only (hard copies not required)