

Development Application Checklist

Baseline documentation for development applications requiring planning consent

When development applications are lodged under the *Planning, Development and Infrastructure Act 2016*, baseline documentation may need to be provided with the application. Baseline documentation is required for any application that requires a planning consent. The documentation required depends on the type of development that is proposed and is outlined in Schedule 8 (Plans) of the Planning, Development and Infrastructure Regulations 2017.

If an application is lodged without its required baseline documentation, the relevant authority may request additional information before proceeding further. Alternatively, a relevant authority may choose to waive the documentation requirement if it is deemed appropriate to do so.

**Relevant authority - the decision-maker who assesses the development application. This could be an Assessment Manager from council, an independent accredited professional or the State Commission Assessment Panel (SCAP).*

| Types of Development | | | | | | | | | |
|--|---------------------|-----------------------|-------|------------------|------------------|----------------|--------------------|-----------------------|-------|
| Key: ✓ Required ○ May be requested | New dwellings | Alterations Additions | Sheds | Garages Carports | Verandah Pergola | Swimming pools | Multi-unit housing | Mixed use development | Signs |
| | Application details | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Site plan | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Floor plan | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | |
| Sections | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Elevations | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ |
| Landscape plans | ○ | ○ | | | | ○ | ○ | ✓ | |
| Car parking plan | | | | | | | ○ | ✓ | |
| Traffic report | | | | | | | ✓ | ✓ | |
| Tree survey | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ |
| Tree management plan | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ |
| Shadow diagram | ○ | ○ | | | | | ✓ | ✓ | |
| Statement against relevant criteria | ○ | ○ | | | | | ✓ | ✓ | |
| Water sensitive urban design | | | | | | | ○ | ✓ | |
| Waste and recycling management plan | | | | | | | ○ | ✓ | |
| Contamination assessment/statement | | | | | | | ○ | ○ | |
| Noise management plan | | | | | | | | ○ | |
| Demolition plan | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | |
| Assessment of environmental impacts | | | | | | | | ○ | |
| Colour sample schedule | ✓ | ✓ | | ✓ | ✓ | | ✓ | ✓ | |