

## ON LINE DEVELOPMENT APPLICATION REQUIREMENTS

IS007A

Responsible Officer: MDS

Issue Date: 24/08/2023

Next Review Date: August 2026

### **Important Information**

#### **Applicant checklist DWELLINGS Class 1**

As part of Council's continuous improvement process we are committed to assisting applicants with the complicated process of lodging a development application to achieve a successful outcome. This checklist has been designed to guide applicants through the information legislatively required by Council when seeking Development Approval.

**Compliance with this checklist will significantly reduce assessment time required for your application. However, please note each application is assessed on its merits and other information and actions may be required.**

In most cases building companies complete and lodge plans and application forms on behalf of their client. Council has not provided example plans for dwellings due to the complex nature of the requirement.

**Applications are now on line – <https://plan.sa.gov.au/>**

**Council can assist to upload the application (fees apply)**

#### **PLANNING CONSENT ONLY**

- ☐ Complete the online application via the SA Planning Portal
- ☐ Certificate of Title (available from Council subject to payment of an administration fee)
- ☐ Copy of any Land Management Agreement or Encumbrances (if applicable)
- ☐ A declaration indicating whether or not the allotment has been subject to site contamination as a result of previous use (if applicable)

#### **Site Plan – Scale not less than 1:200**

- ☐ North point
- ☐ Boundary dimensions and site area
- ☐ Existing buildings on site and their current use
- ☐ Location of proposed dwelling
- ☐ Location of wastewater system (e.g. septic tank and soakage)
- ☐ Clear distances of dwelling from boundaries, other buildings and wastewater system

- Landscape plan containing existing/proposed vegetation
- Location of undercover, off-street car parking (1 required) and additional parking
- Rainwater tank location and capacities (10,000L/45,000L – if no mains water is available a minimum of 45,000L is required) and direction of overflow
- Location of easements (if applicable)
- Existing and proposed driveway access to properties, including gradients
- Private open space (e.g. in the Residential Zone: 25 square metres per bedroom or room that may be used as a bedroom)
- Existing site levels including bench, finished floor and top of kerb levels, and the location and extent of any earthworks (cut and/or fill) and retaining walls required

### **Elevations – Scale 1:100**

- Bench Level (BL)
- Finished Floor Level (FFL)
- Ceiling Level (CL)
- Ridge level
- Location of windows and doors
- External Colours and materials
- Roof pitches
- Size of eaves/verge

### **Floor Plans – Scale 1:100**

- Ground and first floor (if applicable)
- Clear dimensions of all rooms, windows, doors, verandahs, decks
- Room labels/uses

### **BUILDING RULES CONSENT**

- Construction Industry Training Board (CITB) Levy payment receipt
- Indemnity Insurance Certificate

### **PLANS TO SUBMIT TO COUNCIL (3 COPIES)**

#### **Wall Frame Plans – Scale 1:100 detailing spans, size, material and grade of all members**

- Type of material, member sizes and frame layout (timber/steel)
- Stud locations (including concentrated loads and sides of openings)
- Bottom plate, top plate and nogging details
- Lintels to openings
- Bracing walls (type and capacity to AS 1684.2)
- Supporting posts/columns

#### **Floor Frame Plans – Scale 1:100 detailing spans, size, material and grade of all members**

- Sub-floor supports
- Bearers (floor and deck)

- ☐ Joists (floor and deck)
- ☐ Flooring materials (floor and deck)

### **Roof Frame Plans** – Scale 1:100 detailing spans, size, material and grade of all members

- ☐ Roof frame layout and type of construction (i.e. Conventional/Truss)
- ☐ Rafters
- ☐ Purlins
- ☐ Hanging beams
- ☐ Ceiling joists
- ☐ Roof frame support locations (if applicable)
- ☐ Bottom chord restraints (if applicable)
- ☐ Ridge (beams/boards) and Bressumer beams
- ☐ Underpurlins and Struts
- ☐ Verandah Rafters/Beams

### **Section Drawings** – Scale 1:50

- ☐ Materials
- ☐ Framing members
- ☐ Footings
- ☐ Connection details
- ☐ Bench, finished floor, ceiling and ridge levels (structure heights)

### **ADDITIONAL INFORMATION REQUIRED TO BE SUBMITTED**

- ☐ Soil report (site classification)
- ☐ Footing design
- ☐ Wet area details (waterproofing)
- ☐ Roof and site drainage details (location of downpipes, stormwater disposal and overflow)
- ☐ Location and type of smoke detectors
- ☐ Energy efficiency details, or Energy Efficiency Report (minimum 6 star efficiency)
- ☐ Tie-down details for all structural members i.e. post to footings/timber frame to slab/roof frame to wall frame etc.
- ☐ Truss specifications including Producer's Statement, roof layout, tie-downs and individual truss details
- ☐ Wastewater system application (to be lodged separately)
- ☐ Termite protection details
- ☐ Specifications describing materials and appropriate standards of work

### **ADDITIONAL INFORMATION THAT MAY BE REQUIRED**

- ☐ Stair construction details (treads, stringers, going and rising)
- ☐ Balustrade details
- ☐ Corrosion protection details of steelwork

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- Landscape plans including a description of plants
- Engineering calculations for structural steelwork
- Retaining wall details and structural information (if exceeding 1 metre in height)