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## DEVELOPMENT APPLICATION REQUIREMENTS

IS007A

Responsible Officer: MDS

Issue Date: 30/06/2015

Next Review Date: July 2016

### 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.

**APPLICATION FORMS, FEES & DOCUMENTS, available at all Council offices**  
These documents are also available on Council's website [www.yorke.sa.gov.au](http://www.yorke.sa.gov.au)

#### **PLANNING CONSENT ONLY**

- Completed Development Application Form (SFO14)
- Payment of Development Fees (If you are not sure of the fees payable, please contact the Council for assistance prior to lodgement)
- Power line Clearance Declaration
- 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

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

- North point
- Boundary dimensions
- Existing buildings on site & their current use
- Location of proposed new dwelling
- Location of septic tank and soakage
- Clear distances of dwelling from boundaries, other buildings, and septic system
- Landscape Plan containing existing/proposed vegetation (significant trees)

- Location of undercover off-street car parking (1 required) and additional parking.
- Rainwater tank location & capacities (10,000L/45,000L) (if no mains water is available a minimum of 45,000L is required)
- Location of easements (if applicable)
- Existing & proposed driveway access to properties, including gradients
- Private open space (3 bedroom = 80m<sup>2</sup> & 4 bedroom = 120m<sup>2</sup>)
- Site levels including bench, finished floor, ridge and kerb levels

**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 forms completed, or receipt of payment

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

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

- Wall studs (load bearing/non-load bearing & notched/not-notched?)
- Bottom plates (continuously supported/nogging?)
- Top plates (trussed directly supported by studs underneath?)
- Jamb studs at each opening
- Lintels each opening (size and grade + manufacturers details of LVL's)
- Bracing walls (location, type, nailing/bolts, capacity - reference to AS 1684.2)

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

- Rafters
- Purlins

- Hanging beams
- Ceiling joists
- Truss locations and internal support locations (if applicable)
- Bottom chord restraints (if applicable)
- Verandah rafters/beams/posts
- Ridge beams/boards & Bressumer beams
- Underpurlins & Struts

**Section Drawings – Scale 1:50**

- Connections
- Materials
- Framing members
- Footings
- Connection details
- Bench, finished floor, ceiling and ridge levels.

**ADDITIONAL INFORMATION REQUIRED TO BE SUBMITTED**

- Wet area details (waterproofing)
- Soil report (site classification)
- Footing design
- Roof and site drainage details (location of down pipes & storm water overflow)
- Location and type of smoke detectors
- Energy efficiency details
- Certificate of Insurance (indemnity) from builder (If a builder is listed on application and contract value is over \$12,000.00), otherwise the name, license number and contact details of the Building Work Supervisor or Private Certifier who will be signing your Statement of Compliance when the building work is completed
- Tie-down details (continuous from purlins to footings)
- Truss specifications including Producers Statement, roof layout, tie-downs and individual truss details
- Waste control 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 rising)
- Balustrade details
- Corrosion protection details of steelwork
- Landscape Plans including a description of plants
- Engineering calculations for structural steelwork