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Development matrix



Check the left column for the proposed type of land use/development. The top row indicates what other documents you need to supply.

Кеу																/S					out						
✓ information required			Statement of enviro. effects OR complying development checklist	eport	d site plan			Elevation and section plans		plan		tails 0	Statement of Heritage Impact	Erosion/sediment control	Notification plan (A4 or A3)	Shadow diagram 2 or more storeys	Stormwater management plan	Waste management plan	c	Advertising structure or sign	Food and registered premises fitout	pment 8			Man. Sys. form		study
	NOT required if applying for DA only																						e 8				
please check with Council staff		equire																									
	plying development mation required	ents r	nt of er ng deve	nmary r	lysis and	plan	an	n and se	ipe plar	contour	cations	tion de	nt of He	sedime	tion pla	diagrar	ater ma	ıanagen	sion pla	sing stru	d registi	develoj	rtificat	report	Sewage	tudy	d fauna
Development type 🔻		Documents required	Stateme	Cost summary report	Site analysis and site	Locality plan	Floor plan	Elevatio	Landscape plan	Survey/contour	Specifications	Construction details	Stateme	Erosion/	Notificat	Shadow	Stormwa	Waste m	Subdivision plan	Advertis	Food an	SEPP 65 development	BASIX Certificate	Bushfire report	On-site Sewage Man.	Traffic study	Flora and fauna study
Residential		-	A	В	С	D	Е	F	G	Н		J	K	L	M	N	0	Р	Q	R	S	Т	U	V	W	X	Y
Construction of residential dwelling			√ c	√ c	√ c	√ c	√ C	√ C	\checkmark	\checkmark	• C	• C		• C	\checkmark		\checkmark	•					√ C		•		
Alterations and additions to residentia dwelling/granny flat		al	√ c	\checkmark	√ c	√ c	√ c	√ c			• C	• C		C	\checkmark		✓	•					√ c		• C		
Construction of garage, carport or outbuilding/shed			√ C	√ c	√ c	√ c	√ C	√ C			• C	• C		• C	\checkmark										•		
Establishment of home bus/ind			\checkmark	\checkmark	\checkmark	\checkmark	\checkmark								\checkmark												
Construct a dual occupancy/ second dwelling			\checkmark	✓	\checkmark	✓	✓	\checkmark	\checkmark	\checkmark	•	•		•	\checkmark		\checkmark	•					\checkmark		•		
Construction of above/in-ground swimming pool			√ C	√ c	√ C	√ C	✓	✓			• C	• C		e C	\checkmark								C				
Farm shed			\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark			٠	٠		٠													
Multi-unit housing			\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	٠	٠		٠	\checkmark		\checkmark	٠					\checkmark				
Use of land for dwelling purposes			\checkmark	\checkmark	\checkmark	\checkmark																					
Tourist accomm/guest house			\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	٠	٠		٠	\checkmark		\checkmark	٠									
Bed & breakfast			√ C	√ c	√ c	√ C	√ C				•	•			\checkmark										-		
Commercial/industrial			А	В	С	D	Е	F	G	Н	Т	J	K	L	Μ	Ν	0	Р	Q	R	S	Т	U	۷	W	Х	Y
Construct or alter a commercial/ industrial/school building			√ C	√ C	√ C	√ C	√ C	\checkmark	\checkmark	✓	e C	e C		•	✓	•	✓	•								•	
Food shop or restaurant fit-out			\checkmark	\checkmark		\checkmark	\checkmark				•	•									\checkmark						
Change of use e.g from shop to office or vice versa/shop fit out		Ş	√ C	√ C		√ C	√ C				• C	•															
Filling/levelling/clearing of land			\checkmark	\checkmark	\checkmark	\checkmark			\checkmark	\checkmark	٠	٠		٠	\checkmark												
Advertising structure/sign			\checkmark	\checkmark	\checkmark	\checkmark									\checkmark					\checkmark							
Recreation/entertainment develpmt			\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	٠	٠		٠	\checkmark		\checkmark	٠									
Subdivision			А	В	С	D	Е	F	G	Н	I	J	K	L	Μ	N	0	Р	Q	R	S	Т	U	٧	W	Х	Y
Subdivision of land/strata/community title		/	\checkmark	\checkmark	\checkmark	\checkmark				\checkmark				-	\checkmark		\checkmark		\checkmark						-	-	
Boundary adjustment			\checkmark	\checkmark	\checkmark	\checkmark											\checkmark		\checkmark								
Other			А	В	С	D	Е	F	G	Н	I	J	K	L	Μ	Ν	0	Ρ	Q	R	S	Т	U	V	W	Х	Υ
Demolition	Demolition of a structure		\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark						٠				٠									

NOTE 1 Large development proposals must be discussed with a Council Development Control Planner to enable the applicant to be advised of the appropriate DA requirements.

- Structural engineer plans
- **2** SEPP 65 development (3 or more storeys and 4 or more dwellings).

Also required for alterations and additions to dwelling houses if value of works is over \$50,000; and for swimming pools (40,000 litre or greater).

On-site Sewage Management System (OSMS) if in non-sewered area.

NOTE 2 No work is to commence on site until a Construction Certificate is issued. NOTE 3 A building shall not be occupied until a Interim/Final Occupation Certificate has been granted.

The above is not seen as an exhaustive list. If in doubt, please contact a Council Development Planner.

Council requirements for supporting information lodged with development applications

Plans

Plans must be to scale, and the scale should be clearly displayed on every page. When preparing the plan provide the scale on the original plan, for example: 1:100, a scale bar and note the original paper size e.g. A3. This information helps if the plans get printed at a different size.

Plans should be grouped together in their relevant plan type.

Colour plans are highly desirable and are to have a resolution between 300 and 900dpi. Black and white plans should be created in grayscale at a resolution of at least 300dpi.

The following information should be clearly indicated on each plan:

Plan Number: Revision Number: Plan Title: Drawn By: Date Plan prepared/Revision made:

Electronic plans created from paper plan originals must be exact and legible reproductions of the original plans.

Files/Reports/documents

All documents must be in PDF format. Do not upload duplicate copies of the same document.

The following information should be clearly indicated on each document:

Document Title: Version No: Prepared By: Document Date/Version Date:

All security settings such as password protection and editing restrictions must be disabled.

Plans, photos and other documents shouldn't be scanned and must be directly created or converted into PDF or PDF/A format.

Documents must be A4 portrait formatted and optimised in a minimum size for online publishing. Files larger than 25MB should be broken up into logical sections and supplied as separate files. Zip files shouldn't be used.

Public access to your application

Supporting documents provided may be loaded onto websites for public notification purposes or available in line with the Government Information Public Access (GIPA) Act 2009.

As a result, supporting documents must not contain any personal information, bank account or credit card information etc. If prepared by a company, the name of the company and general contact details are fine. <u>Click here to view further information regarding privacy in relation to Development Applications.</u>

Naming conventions

Now that all applications are lodged via the ePlanning portal, the portal allocates a prefix to all documents loaded. This means document titles uploaded to the Portal should be kept simple, loaded under their relevant category with <u>only the name of the document</u>.

For example:

Aboriginal culture heritage report Air quality report Architectural plans Arborists report Access report Acid sulphate soils report Acoustic report **BASIX** certificate BCA performance requirements compliance statements Biodiversity assessment method letter Biodiversity assessment report **Bushfire** report Car parking and vehicle assessment report Civil engineering plan Clause 4.6 variation request Contamination/remediation action plan Costs estimate report Design verification statement Disabled access plan **Elevations** Environmental impact statement Erosion and sediment control plan Fire safety upgrade report Flood risk management report Floor plans Geotechnical report Hydrogeological report Heritage impact statement Landscape plan Notification plans Performance solution document Photomontage Plan of management Political donations and gift disclosure statement Proposed and existing fire measures Proposed subdivision plan Salinity assessment Schedule of colours, materials and finishes Sections Shadow diagrams Site plan Social impact assessment Species impact statement Statement of environmental effects Stormwater drainage plan Structural engineers report Survey plan Traffic report Voluntary planning agreement Waste management plan