

# Subdivision DA only Lodgement Checklist

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[Must be lodged in conjunction with a Development Application Form]

Property Details					
Unit/Shop/ Suite No.		Street No.		Street	
Suburb				Postcode	

General requirements	Yes	N/A	Office Use
The consent of <b>ALL</b> owners of the land must be provided.	<input type="checkbox"/>		<input type="checkbox"/>
The estimated cost of works must be written on the application form.	<input type="checkbox"/>		<input type="checkbox"/>
All plans and documents must be provided on a USB or CD and in accordance with Council's File Naming Convention.	<input type="checkbox"/>		<input type="checkbox"/>
Statement of Environmental Effect (SEE)			
A clear and detailed description of the proposal must be provided.	<input type="checkbox"/>		<input type="checkbox"/>
A statement of compliance or variance with the relevant EPI's, Regulations, Council LEP and/or DCP including reasons for any variance must be provided.	<input type="checkbox"/>		<input type="checkbox"/>
A clear and detailed description of the potential impacts of the subdivision, and proposed mitigation measures must be provided.	<input type="checkbox"/>		<input type="checkbox"/>
For subdivision in the vicinity of a heritage item or within a Heritage Conservation Area, address the effect of the proposed subdivision upon the significance of the heritage item/area in accordance with the relevant Clauses of the respective LEPs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard Plan requirements			
All plans must include a Title Block, scale (1:100 or 1: 200), North point and Architects Name and Qualifications.	<input type="checkbox"/>		<input type="checkbox"/>
Current Survey Plan			
The Survey Plan must be prepared by a Qualified Surveyor.	<input type="checkbox"/>		<input type="checkbox"/>
All Reduced Levels (RL's) related to Australian Height Datum (AHD) must clearly be shown on the Survey Plan.	<input type="checkbox"/>		<input type="checkbox"/>
All easements and any utilities within and located forward of the site frontage/s, including levels of the road carriageway, location of adjoining houses/dwellings, window locations, and the maximum RL/ridge height of adjoining buildings must clearly be shown.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site Analysis Plan	Yes	N/A	Office Use
Site Analysis Plan as required by the relevant DCP must be provided.	<input type="checkbox"/>		<input type="checkbox"/>

## Privacy Statement

The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation. Refer also to the Privacy Statement on Council's website.

## Bayside Customer Service Centres

Rockdale Library, 444-446 Princes Highway, Rockdale NSW 2216 Australia  
Westfield Eastgardens, 152 Bunnerong Road, Eastgardens NSW 2036 Australia

E [council@bayside.nsw.gov.au](mailto:council@bayside.nsw.gov.au)

W [www.bayside.nsw.gov.au](http://www.bayside.nsw.gov.au)

T 1300 581 299 | 02 9562 1666

Postal address: PO Box 21, Rockdale NSW 2216

ABN 80 690 785 443

Telephone Interpreter Services: 131 450

Τηλεφωνικές Υπηρεσίες Διερμηνέων

بخدمة الترجمة الهاتفية

電話傳譯服務處

Служба за преведување по телефон

Site Plan				
Street name and number must clearly be shown.	<input type="checkbox"/>		<input type="checkbox"/>	
Site dimensions and area must clearly be shown.	<input type="checkbox"/>		<input type="checkbox"/>	
Boundary setbacks to existing buildings/structures must clearly be shown.	<input type="checkbox"/>		<input type="checkbox"/>	
All structures and existing tenancies on the site must clearly be shown.	<input type="checkbox"/>		<input type="checkbox"/>	
Location of adjacent building/properties including windows and doors must clearly be shown.	<input type="checkbox"/>		<input type="checkbox"/>	
Any trees on the property, on Council land adjacent to the property (ie nature strips) or within 5 metres of the proposed development on any adjoining property must clearly be shown. Plans must clearly identify trees being retained/removed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Torrens title, strata and/or stratum subdivision				
A draft Subdivision Plan must be provided including:	<input type="checkbox"/>		<input type="checkbox"/>	
- proposed line of subdivision, consolidation or boundary adjustment;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
- any easements, Rights of Way, Restrictions on Use and Positive Covenants;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
- total site area for each proposed lot; and	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
- for dual occupancy - numbering of each lot (eg 700 & 701 if dual occupancy).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
A copy of the proposed infrastructure (concept plans) for subdivision of existing lots which require the provision of infrastructure must be included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hazardous Risk Assessment – [BAYSIDE EAST ONLY]				
A hazardous risk assessment and/or Transport Risk Assessment must be provided where the following is triggered:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
- if the proposal is located in the 'Consultation Region' and/or adjacent to the 'Dangerous Goods Route' referred to in the <i>2001 Botany / Randwick Industrial Area Land Use Study</i> ; and/or				
- if the proposal involves residential intensification or sensitive use intensification, or will result in increased traffic volumes or access points onto Dangerous Goods Routes.				
If the subdivision results in an intensification of the use of the land, a Hazardous Risk Assessment and/or Transport Risk Assessment must be submitted in accordance with the <i>2001 Botany/Randwick Industrial Area Land Use Study</i> as prescribed within the relevant DCP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Office Use Only – Development Advisory Service				
Description of proposal				
Checked by:		Date	___ / ___ / ____	
Area of Development:	Former City of Rockdale		Former City of Botany Bay	
Subdivision type:	Torrens (new road)	Torrens (no new road)	Strata	Boundary adjustment
- No. of additional lots:	State:			
Scanning fee:	Yes		No	
Office use only – Customer Service				
Receipt No:		Date:	___ / ___ / ____	
Total Fees received:	\$			