

Development Application Checklist

Commercial and industrial signage

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The following checklist will help you prepare your application. Please confirm that your application contains all the information listed within the table below by placing a crossing in the appropriate Yes/No/NA column titled 'Applicant'. Incomplete applications will not proceed past the pre-lodgement stage on the NSW Planning Portal.

Council reserves the right to request further information, if necessary, upon formal assessment of the proposal.

Item	See DA Guide	Applicant
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ALWAYS REQUIRED		Y	N	NA
Owners Consent - signed form required.	5.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Genuine estimate of demolition/construction cost of works.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Environmental Effects and detail to address Tweed DCP A4 and SEPP 64, if applicable.	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plans				
a) Site Plan to scale of 1:100 or 1:200.	3.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Dimensioned Plans to scale of 1:100 or 1:200.	3.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule of Colours and Materials (may be shown on plans).	A.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indication of illumination, wording and art work.	-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED IN CERTAIN CIRCUMSTANCES		Y	N	NA
Heritage Impact Assessment				
When: proposal is within a Heritage Conservation Area or is associated with a heritage item.	4.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Political Donations and Gifts (only if applicable).	5.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>