

## DEVELOPMENT APPLICATION MATRIX - DEVELOPMENT INFORMATION REQUIRED

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Rural Dwellings	✓		✓	✓						✓						✓		✓	✓				✓				✓	✓
Conservation/Heritage	✓		✓	✓	✓	✓			✓	✓	✓									✓	✓	✓			✓	✓		
Residential Flats	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓		✓	✓	✓						
Dual Occupancy	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓		✓	✓	✓	✓							
Home Industry	✓		✓	✓	✓	✓	✓	✓		✓	✓		✓			✓	✓	✓	✓	✓				✓	✓	✓		
Home Occupation	✓		✓	✓		✓	✓									✓	✓			✓				✓	✓	✓		
Commercial Development	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓		✓	✓	✓	✓	✓	✓	✓		
Industrial Development	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	
Urban Subdivision	✓		✓	✓					✓			✓	✓	✓	✓	✓		✓	✓	✓	✓		✓				✓	✓
Rural Subdivision	✓		✓	✓								✓		✓	✓	✓		✓	✓	✓			✓				✓	✓
Professional Consulting Rooms	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				✓	✓		✓		✓		✓	✓	✓		
Recreational/Tourist Facilities	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Signs	✓		✓	✓	✓	✓				✓	✓							✓										
Offensive & Hazardous Industry	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓		
Intensive Agriculture	✓	✓	✓	✓	✓		✓					✓	✓	✓		✓	✓	✓	✓				✓	✓		✓	✓	✓
Mining	✓	✓	✓		✓							✓		✓			✓	✓	✓				✓	✓	✓	✓	✓	✓
Designated Development	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**PLEASE NOTE:** Depending on the development, either an environmental impact statement or a statement of environmental effects may be required.

<ol style="list-style-type: none"> <li>1. Site Plan, Property Dimension/North Point/Scale/Easements/ROW</li> <li>2. Environmental Impact Statement</li> <li>3. Statement of Environmental Effects</li> <li>4. Existing Buildings</li> <li>5. New Building/Structure Location, Setbacks</li> <li>6. Floor Area/Floor Space Ratio/Unit Area</li> <li>7. Parking and Loading Areas</li> <li>8. Garbage Area</li> <li>9. Landscape Principle Plan/Recreational Park</li> <li>10. Elevations &amp; Sections/Notes re External Finishes</li> <li>11. Shadow Diagrams (two storey or more development)</li> <li>12. Extent of Cut &amp; Fill</li> <li>13. Existing/Proposed Stormwater Drainage, Waterways &amp; Watercourses</li> <li>14. Erosion/Siltation Control Measures</li> </ol>	<ol style="list-style-type: none"> <li>15. Lot Layout/Lot Size</li> <li>16. Roadwidths/Laneways/Existing Kerb &amp; Gutter/Access to Site</li> <li>17. Storage Areas</li> <li>18. Clearing</li> <li>19. Existing Vegetation/Bushfire Hazard Areas</li> <li>20. Existing Water and Sewer Mains</li> <li>21. Contour levels to Australian Height Datum, Existing &amp; Proposed Land, Floor and Roof Levels, Elevations &amp; Sections.</li> <li>22. Conservation/Heritage aspects</li> <li>23. Road Maintenance</li> <li>24. Noise, Air, Dust, Odour Pollution</li> <li>25. Days and Hours of Operation</li> <li>26. Number of Employees</li> <li>27. Location of New Power Lines to serve subdivision/development</li> <li>28. Details of Trees to be cleared</li> </ol>
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# INVERELL SHIRE COUNCIL

## WHAT IS NEEDED FOR A DEVELOPMENT APPLICATION

If you need to submit a Development Application, the following is required:

### Forms

One copy of the Development Application form correctly completed. It should be noted that the owner's consent is required. Forms are available from Reception at Council's Offices.

Three copies of all plans are required.

### Fees

A fee is charged to cover the cost of assessing each application. Where building works are involved the fee will increase based on the cost of the works. Certain applications also require additional fees to cover the cost of advertising in the local paper. Enquire at the Reception area regarding current fees.

### Extra Requirements

Certain applications may require additional information, copies of plans or documents (if advertising or referral to another Government authority is required). Enquiries about this can be made at the Department of Planning and Development.

### How Do You Lodge an Application?

When submitting a Development Application, go to the Reception area at the Administration Centre. Your application will be given a preliminary check to see that it has been completed correctly. A fee will also be assessed at this stage. The application must then be submitted to the Cashier, where you will be given a receipt for the fee charged.

You will be notified by mail of Council's decision or if you request, this may be obtained at the Reception counter when ready.

You are advised not to sign any contract until you have received approval from Council.

Development Applications which require consent of the Council take a minimum of 4 – 6 weeks.

You may also need to submit a Building Application, sign application, apply for a licence etc. Enquire with the Department of Planning and Development regarding these matters. Depending on what you propose to do, you may also need to be registered with or require approval of a Government Authority such as the Department of Industrial Relations, Corporate Affairs Commission etc.

An Environmental Impact Statement must accompany the application where the proposed development is designated development.

A statement of Environmental Effects must accompany all other development applications. An information sheet detailing matters to be included in this statement is available.

The consent authority may require additional information of the proposed development to be provided where that information is essential to the determination of the Development Application.

The applicant may support the application with additional material (eg photographs, slides, models, etc.) which further illustrates the proposed development.

Please note that all registered owners must sign applications.

Each item of the matrix must be addressed either on the plans or by a written statement as appropriate given the item to be addressed.

It should be noted that the matrix does not include all types of development. If in doubt, please enquire at Reception.