

Complying Development Certificate Application and Checklist

All Complying Development Certificate applications must submit all relevant plans and documentation included in the table below. If submitting electronically, **one (1) set of plans and supporting documentation must also be provided in hardcopy.**

Electronic Lodgement Requirements:

- (1) All applications and supporting information must be submitted digitally as PDF files on a USB. Security settings, including passwords and editing restrictions must not be applied to electronic plans and documents.
- (2) Each document or plan must be titled in the following format:

Title of Plan or Document – Address of property.pdf

No punctuation (with the exception of the dash and “.pdf”) will be accepted. Failure to name the files in accordance with these requirements will result in the rejection of the application.

- (3) Each plan must be at a minimum A3 size and rotated to landscape orientation.

For more information in relation to the electronic lodgement of development applications please see:

<https://www.georgesriver.nsw.gov.au/StGeorge/media/Documents/Development/Fact-Sheet-DA-Electronic-Lodgement.pdf>

Complying Development Certificate Application Lodgement Requirements	Yes	N/A	Office
Plans Required – any new work is to be shown in colour			
Survey Plan prepared by a registered surveyor			
Site Plan – Detailing site dimensions, area, north point, on-site trees, location of buildings and dimensioned setbacks from all boundaries, the location of buildings on adjoining sites			
Floor Plans – Separate floor plans for each level(s) detailing the layout of each room, dimensions, levels to AHD, north-point			
Elevations – clearly indicating heights to AHD of each: floor, window (head and sill), ceiling, roof, parapet wall(s) and any architectural roof feature or lift over-run			
<p>Sections – clearly indicating heights to AHD as per those specified for elevations above.</p> <p>Sections are also to be provided for swimming pools detailing existing natural ground level, proposed coping level and proposed depth of pool</p> <p>If you have a steep site or where a basement garage is proposed a longitudinal profile of the driveway at scale 1:20 is to be provided from the centre of the street to the level of the proposed garage.</p>			

Complying Development Certificate Application Lodgement Requirements	Yes	N/A	Office
<p>Stormwater Management Plan - prepared by a suitably qualified hydraulic engineer, who has inspected the site, detailing the method by which all roof and hard paved surface area stormwater is to connect to Council's drainage system.</p> <p>The stormwater plan must:</p> <ul style="list-style-type: none"> (a) Be based on a survey plan prepared by a registered surveyor (b) Provide spot and contour levels to AHD (c) Provide the location of any existing easements (d) Include north point, date prepared and scale information (e) Provide the Name, signature, qualification and registration of the design engineer (f) Correspond with architectural plans (g) Correspond with landscape plans and not conflict with trees listed for retention (h) Where stormwater is proposed to drain via an existing system, this system must be shown on the plan. <p>If OSD is required, it is to be designed in accordance with Georges River Council Requirements</p> <p>If the lot is wholly or partially impacted by floor as per the 1:100 ARI storm event map a Flood Impact Assessment Report must be provided.</p> <p>If a Council stormwater pipe traverses the site or is in close proximity to the site an Overland Flow Assessment Report for the 1:100 year ARI event must be submitted.</p> <p>A completed DA – Stormwater and OSD Documentation Checklist must be completed and submitted with the development application</p>			
<p>Landscape Plan prepared by a qualified landscape architect or similar detailing;</p> <ul style="list-style-type: none"> (a) Location of existing and proposed structures, services and existing trees; (b) Details of earthworks including mounding and retaining walls and planter boxes; (c) Location of proposed plants and a plant schedule showing the plant symbol, botanical name/ common name; quantity; pot size/; and mature height & width. (d) A mix of native and exotic plantings (e) Details of planting procedure and maintenance; (f) Landscape specification; (g) Details of drainage and watering systems; (h) Details of garden edging and turf; and (i) Any required fencing, retaining walls and other structures not shown on other approved architectural and engineering plans. 			
<p>Preliminary Site Investigation – is required for all sites where excavation for a basement or excavation of 1m depth or greater is proposed. This investigation is to be prepared by a relevantly qualified environmental scientist identifying; all past potentially contaminating activities, contamination types, the condition of the site, an assessment of the contamination and assess the need for further investigation or remediation.</p> <p>Detailed Site Investigation – required where specified by the preliminary site investigation. Should this investigation indicate that the site is not suitable for the proposed development then; a</p> <p>Remediation Action Plan is required to demonstrate how the site is to be made suitable for the proposed development</p>			
<p>Structural Engineering Plans and Engineering Report</p>			



Complying Development Certificate Application Lodgement Requirements	Yes	N/A	Office
Electrical Plans			
Building Specifications – Detailed description of all building materials (and finishes); the method of drainage, sewerage and service provision; fire safety and fire resistance measures; measures required to satisfy BASIX			
Accredited Building Product/System – demonstrating that the building product/system complies with the requirements of the BCA			
BASIX Certificate			
BCA performance requirements Compliance Statement – information detailing that the development complies with the requirements of the Building Code of Australia			
Compliance certificate – verifying the appropriateness of the building design for any alternative solutions to the BCA are required			
Documentation for Temporary Structure – where a temporary structure is required for the proposal and may include; fire safety measures, engineering, maximum loading, BCA compliance etc.			
Fire Safety Measures			
Owners Consent			
Section 10.7 Planning Certificate			
Section 138 Roads Act Approval			
Erosion and Sedimentation Plan			
Tree Removal Permit – Where a tree is required to be removed for the complying development to take place, a tree removal permit must be lodged and approved prior to CDC lodgement.			
Section 7.11 or Section 7.12 – Development Contributions - Section 7.11 or Section 7.12 may apply to your CDC			

