



Development application Checklist (1/2)			
This checklist is to be used by proponents in formulating the appropriate materials when submitting a development application. .			
Documentation	Required Information	Provided?	
Preliminary Assessment	Has the development proposal been subject to a Preliminary Assessment? Has the development proposal been subject to Architectural and Landscape peer review?		
Assessment of R-Codes Vol. 2	A detailed assessment of the application against the relevant objectives of the R-Codes Vol. 2, listing in each instance how each Acceptable Outcome has been met or in instances where the Acceptable outcome has not been met, which Design Guidance, or alternate design solution, has been satisfied.		
Development details	A summary document that provides the key details of the development proposal. It contains information such as the: <ul style="list-style-type: none"> – plot ratio of the development – number, mix, size and accessibility of apartments – number of car parking spaces for use (residential, retail, accessible, visitor etc.) – percentage of apartments meeting cross ventilation and daylight requirements. 		
Site analysis	[Prepared at earlier stage of design development in <i>A3 Site analysis and design response guidance</i>]		
Design statements	An explanation of how the design relates to the Design Principles in State Planning Policy 7.0 Design of the Built Environment. For adaptive reuse projects which affect heritage places, provide a Heritage Impact Statement prepared in accordance with the State Heritage Office's <i>Heritage Impact Statement Guide</i> available at www.stateheritage.wa.gov.au (for state registered places) or the relevant local government guidelines (for other places).		
Site plan	A scale drawing showing: <ul style="list-style-type: none"> – any proposed site amalgamation or subdivision – location of any proposed buildings or works in relation to setbacks, building envelope controls and building separation dimensions – proposed finished levels of land in relation to existing and proposed buildings and roads – pedestrian and vehicular site entries and access – interface of the ground floor plan with the public domain and open spaces within the site – areas of communal open space and private open space – indicative locations of planting and deep soil areas including retained or proposed significant trees. – overshadowing over neighbouring sites – location of adjacent solar collectors. 		
Landscape plan	A scale drawing showing: <ul style="list-style-type: none"> – the building footprint of the proposal including pedestrian, vehicle and service access – trees to be removed shown dotted – trees to remain with their tree protection areas (relative to the proposed development) – deep soil areas and associated tree planting – areas of planting on structure and soil depth – proposed planting including species and size – details of public space, communal open space and private open space – external ramps, stairs and retaining wall levels – security features and access points – built landscape elements (fences, pergolas, walls, planters and water features) – ground surface treatment with indicative materials and finishes – site lighting – stormwater management and irrigation concept design. 		
Other plans and reports	Acoustic Report (or equivalent) Waste Management Plan (or equivalent) Traffic Impact Assessment/Statement		



A5–Development application Checklist (2/2)			
Documentation	Required information	Provided?	
Floor plans	<p>A scale drawing showing:</p> <ul style="list-style-type: none"> – all levels of the building including roof plan – layout of entries, circulation areas, lifts and stairs, communal spaces, and service rooms with key dimensions and Real Level (RL) heights shown – apartment plans with apartment numbers and areas, all fenestration, typical furniture layouts for each apartment type, room dimensions and intended use and private open space dimensions – accessibility clearance templates for accessible units and common spaces – visual privacy separation shown and dimensions where necessary – vehicle and service access, circulation and parking – storage areas. 		
Elevations	<p>A scale drawing showing:</p> <ul style="list-style-type: none"> – proposed building height and RL lines – building height control – setbacks or envelope outline – building length and articulation – the detail and features of the façade and roof design – any existing buildings on the site – building entries (pedestrian, vehicular and service) – profile of buildings on adjacent properties or for 50m in each direction, whichever is most appropriate. <p>Samples or images of proposed external materials, finishes and colours of the proposal, keyed to elevations.</p>		
Sections	<p>A scale drawing showing:</p> <ul style="list-style-type: none"> – proposed building height and RL lines – building height control – setbacks or envelope outline – adjacent buildings – building circulation – the relationship of the proposal to the ground plane, the street and open spaces particularly at thresholds – the location and treatment of car parking – the location of deep soil and soil depth allowance for planting on structure (where applicable) – building separation within the development and between neighbouring buildings – ceiling heights throughout the development – detailed sections of the proposed façades. 		
Building Performance diagrams	<p>A solar diagram (where required) at the winter solstice (21 June) at a minimum of hourly intervals showing:</p> <ul style="list-style-type: none"> – number of hours of solar access to the principal communal open space – number of hours of solar access to units within the proposal and tabulation of results – overshadowing of existing adjacent properties and overshadowing of future potential development where neighbouring sites are planned for higher density – elevation shadows if likely to fall on neighbouring windows, openings or solar panels. A ventilation diagram (where required) showing unobstructed path of air movements through dual aspect apartments and tabulation of results. 		
Illustrative views	<p>Photomontages or similar rendering or perspective drawings illustrating the proposal in the context of surrounding development. Note: Illustrative views need to be prepared using a perspective that relates to the human eye. Where a photomontage is prepared, it should use a photo taken by a full frame camera with a 50mm lens and 46 degree angle of view.</p>		
Models	<p>A three dimensional computer generated model showing views of the development from adjacent streets and buildings. A physical model for a large or contentious development (if required by the consent authority).</p>		