

Alterations and additions to a dwelling		
Plan and Document Checklist for lodging a DA (Development Application)		
Requirement	Description	Supplied:
Owners Consent	<b>ALL</b> owners of the property <b>MUST</b> sign the application form; if the property has been recently purchased; a letter from your solicitor/conveyancer may be required to confirm ownership as Council's records may not be up to date.	<input type="checkbox"/>
Site Plan	Birds eye view of the property – existing and proposed development.	<input type="checkbox"/>
Floor Plan	Internal floor plans – showing existing and proposed development	<input type="checkbox"/>
Elevations	External elevations showing works to be completed. Window placement and any privacy screening devices should be clearly noted on these plans	<input type="checkbox"/>
Sections	Cross sections through the dwelling	<input type="checkbox"/>
BASIX Certificate	Required for works \$50,000 or greater. Certificate must have been generated less than 3 months before lodgement. Please refer to: <a href="https://www.planningportal.nsw.gov.au/planning-tools/basix">https://www.planningportal.nsw.gov.au/planning-tools/basix</a>	<input type="checkbox"/>
Shadow Diagrams	Required for two storey developments, showing the shadowing impact on neighbouring properties, their rear yards and windows	<input type="checkbox"/>
Statement of Environmental Effects & Compliance Table	Document detailing the development proposal and how it complies with the Council's controls. Template is available at: <a href="https://www.cityofparramatta.nsw.gov.au/development-building-forms">https://www.cityofparramatta.nsw.gov.au/development-building-forms</a>	<input type="checkbox"/>
Drainage Plan	Plan of the stormwater disposal system – existing and/or proposed	<input type="checkbox"/>
Stormwater Checklist	Document detailing how stormwater from the property will be disposed of. Template is available at: <a href="https://www.cityofparramatta.nsw.gov.au/development-building-forms">https://www.cityofparramatta.nsw.gov.au/development-building-forms</a>	<input type="checkbox"/>
Waste Management Plan	Document detailing waste management during any demolition stage, the construction stage and then occupation stage. Template is available at: <a href="https://www.cityofparramatta.nsw.gov.au/development-building-forms">https://www.cityofparramatta.nsw.gov.au/development-building-forms</a>	<input type="checkbox"/>
Heritage Impact Statement (HIS)	Required for properties that are Heritage listed or within a Heritage Conservation Area (HCA). A HIS details the potential impacts of the proposal on the Heritage listing of the property, neighbouring property or how the proposal meets the requirements of the HCA.	<input type="checkbox"/>
Erosion & Sediment Control Plan	Plan showing methods undertaken to ensure that soil disturbed during the development does not leave the site	<input type="checkbox"/>