

This checklist **must** accompany any application for an Activation precinct certificate on land within a Special Activation Precinct.

Unless stated otherwise, all parts of this form must be completed in full and all required supporting information must accompany the application for an Activation Precinct certificate.

One or more additional pages may be attached as a schedule to this development application if there is insufficient space on the form to include all the necessary information.

PROPERTY / LOCATION DETAILS

Lot / DP / SP no(s)	Lot 1 DP 214337
Street	120 Poiles Road
Suburb	Brucedale

DESCRIPTION OF PROPOSAL

Demolition of existing dwelling and construction of transportable dwelling (Existing Use Rights)

Comments

- Compliance with requirements for Existing Use Rights to be provided in Statement of Consistency

Issuing Officer	KD
Date	21/05/2024
Revision Status	Issued

Wagga Wagga Special Activation Precinct

Activation Precinct Certificate – Application Checklist

Activation Precinct Certificate Application Development Specific Checklist

What supporting documents will I need for my application?

All applications for an Activation Precinct certificate should adequately address the master plan and delivery plan requirements. Proposals are required to include the following information to demonstrate consistency with the master plan and delivery plan:

DOCUMENT TYPE	DESCRIPTION	APPLICANT CHECK	ISSUING OFFICER CHECK	
			Date received	Initials
Development Specific Checklist	The issuing authority will prepare a Development Specific Checklist which sets out what supporting documents are required to be submitted with the application for an Activation Precinct certificate for the proposed development. The Development Specific Checklist is required to be completed and submitted with the application for an Activation Precinct certificate.	✓		
Architectural Plans				
Elevations and sections	<p>Elevations and sections clearly document the proposed building/s or works. Elevations and sections must be drawn to 1:100 scale (or other appropriate scale), be viewed from each direction and include the following details:</p> <ul style="list-style-type: none"> • date, plan number, amendment number; • building facade, windows, roof profile; • external finishes (e.g. wall, roof, window, door and fence materials, paint colours, etc); • window and door schedule (showing all dimensions); 	✓		

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	<ul style="list-style-type: none"> existing and finished ground levels, floor levels, ceiling levels and roofline levels (show driveway grade); chimneys, flues, exhaust vents and ducts (show height in relation to adjoining roof levels); retaining walls and fences (indicate height); and extent of excavation or filling of the site. 			
Floor plans	<p>Floor plans clearly document the proposed building/s or works. Plans must be drawn to 1:100 scale (or other appropriate standard scale) and include the following details:</p> <ul style="list-style-type: none"> north point (true north) and scale (show ratio and bar scale); title block indicating name of architect/designer, date of preparation, plan number, amendment number (where relevant) and client's name and address of subject property; location of proposed new buildings, alterations or works (show setback distances from boundaries and adjoining buildings); room layout, partitioning, location of windows and doors; room dimensions, areas and proposed use of each room; courtyard dimensions and areas; walls and fences; total floor area and floor space ratio; disabled persons access (if required); vehicle entrance and exit driveways; car parking and loading areas (show dimensions); and 	✓		

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	<ul style="list-style-type: none"> waste bin storage and collection facilities. 			
Landscape plan	<p>A landscape plan prepared by a qualified landscape architect or consultant that illustrates the proposed landscape design for the development proposal. The landscape plan should demonstrate an understanding of the site and its context. The scale of the plan should match the scale of the architectural and survey plans and show the following details:</p> <ul style="list-style-type: none"> north point (true north) and scale (show ratio and bar scale); name of the landscape designer or company, their contact details and professional qualifications; date, plan number, amendment number (where relevant); finished surface levels, embankments and grades (indicate extent of cut and fill); location, species and canopy spread of all existing trees to be retained or removed, including any affected trees on adjoining properties or adjoining land; arboricultural advice detailing the protection or removal of trees; proposed tree and shrub planting, including number of each species, their location, massing and mature height, and any proposed edging and mulching; proposed surface treatments and restoration e.g. turf, paving, bank stabilisation, mounds; reduced levels at the base of trees and their height and canopy spread; driveways and carparking areas; location of garbage receptacles; finished surface levels, including embankments, grades and contours; 	<input type="checkbox"/>		

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	<ul style="list-style-type: none"> location of stormwater pipes and pits, including any onsite detention; proposed fences and retaining walls (indicate height and material); erosion and sediment control measures; and maintenance program. 			
Site plans	<p>Site plans show the exact location of buildings and other features on the site drawn to 1:100 scale (or at the same scale as the plans and elevations). The plan must include the following details:</p> <ul style="list-style-type: none"> north point (true north); scale (show ratio and bar scale), lot dimensions and areas; date, plan number, amendment number; position of all existing structures, contours and spot levels; position of structures, including trees on adjoining land; position of existing trees on both the site and adjoining sites (including the street and adjoining parks or open space), and reduced level at the base of such trees, and their height and canopy spread; and the location and levels of any solar panels on adjoining lots. 	✓		
Any other plans that demonstrate how the proposal addresses the assessment criteria		<input type="checkbox"/>		

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General				
Cost estimate report for development	<p>Cost estimations forecast the resources and associated costs needed to execute a development. These reports must explain the methodology used to calculate the estimate. The value of works estimate must include the value of costs such as labour (i.e. specialist tradespeople) as well as the value of materials and fixtures to be used, as opposed to what the developer is paying for them. For example, if labour is being provided “for free”, that labour still has a value which must be accurately included in the estimate of the value of works.</p> <p>For development with a value of \$0 to \$150,000, a cost summary report may be prepared by the applicant or a suitably qualified person.</p> <p>For development with a value of greater than \$150,000 to \$3 million, a cost summary report may be prepared by suitably qualified person.</p> <p>For development with a value of greater than \$3 million, a detailed cost report is to be prepared by a registered quantity surveyor.</p>	✓		
Owner’s consent	A document which provides evidence that the owner of the land on which the development is to be carried out consents to the application.	✓		
Statement of consistency	A written statement demonstrating the compliance of the proposal with the relevant provisions of the applicable Master Plan and Delivery Plan.	✓		

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All development				
Erosion and sediment control plan	<p>An erosion and sediment control plan provides details of how the site will be managed to prevent stormwater pollution, erosion and sedimentation. It should show the following details:</p> <p>Basic site information</p> <ul style="list-style-type: none">• north point (true north);• scale (show ratio and bar scale);• date, plan number and name of person who has prepared the plan;• contours – initial and final; and• existing and proposed boundaries. <p>Construction details</p> <ul style="list-style-type: none">• 'site' or 'disturbed area';• location of stockpiles and secure chemical storage area;• location of temporary and permanent Soil and Water Management Controls; and• vehicle access point/s. <p>Stormwater management</p> <ul style="list-style-type: none">• location of drains, downpipes, pits and watercourses;• proposed integration with on-site detention/infiltration; and	✓		

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	<ul style="list-style-type: none"> stormwater discharge point (if proposed). Major projects <ul style="list-style-type: none"> details on staging of works; location of any vegetation to be removed; and proposed re-vegetation program. 			
Proposed potable water and non-potable water demand and percentage to be delivered via onsite water systems	<p>Best practice water cycle management initiatives are encouraged to be incorporated into the design of the development to reduce onsite potable water usage.</p> <p>Information is required to be provided on the proposed potable water and non-potable water demands and percentage to be delivered via onsite water systems for the proposed development.</p>	<input type="checkbox"/>		
Proposed Sewer outflow requirements	<p>Information will be required on the proposed sewer outflow requirements including general sewer and trade waste.</p> <p>Council should be consulted on connections to utility services including for sewerage, drainage and approval under section 68 of the Local Government Act 1993.</p> <p>For trade waste, the expected material/chemical composition is to be nominated. Depending on the trade waste, a separate approval may be required from Council or the Department of Planning, Industry and Environment.</p>	<input type="checkbox"/>		

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Stormwater drainage plan	<p>The stormwater and drainage plan will illustrate how stormwater runoff from the site will be managed. It is essential to incorporate the proposed drainage design in the initial design process as problems with discharging stormwater runoff from the site may require a redesign.</p> <p>Sites that fall away from the street frontage may have difficulty discharging stormwater runoff to the street, requiring a drainage easement to be negotiated through a neighbouring property to discharge the stormwater.</p> <p>The drainage design must be prepared by a registered civil engineer and include provision for on-site detention (OSD) where necessary.</p>	✓		
Sustainability				
Confirmation of proposed building rating/certification (e.g. Green Star), if applicable	<p>A Green Star rating provides independent verification that a building is sustainable.</p> <p>Green Star is Australia's only national, voluntary and holistic rating system to provide independent third party assurance for sustainable building, infrastructure and master-planned communities. Green Star is an internationally recognised built environment rating system delivering a common language for standards of sustainability in the built environment.</p>	☐		
Environmental hazards				
Certificate confirming development conforms to relevant bush fire	<p>A certificate prepared by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant bush fire specifications and requirements.</p>	✓		





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<i>specifications and requirements</i>				

Does the application include any aspects that need to be referred or consulted on?

If any of the following matters are relevant to the application, the application will require referral or consultation with the respective Authority.

Development	Consult with	Separate license or approval may be required* **	Written confirmation required	Authority	Required for the application	Pre-lodgement consultation	Issuing officer check	
							Date	Initials
Specific development								
Demolition				Safe Work NSW				

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Access								
Vehicular access	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Roads Authority under section 138 of the Roads Act 1993	<input type="checkbox"/>	<input type="checkbox"/>		
Transport infrastructure and utilities								
Development on land that interfaces with or adjoins an existing or future transport asset	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Roads Authority or Rail Authority	<input type="checkbox"/>	<input type="checkbox"/>		
Connections to utilities and services including: a) water; b) wastewater; c) electrical; d) telecommunications; and e) other utilities and services as required such as gas, hydrogen reticulation (including future hydrogen), recycled water etc	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Relevant utility suppliers	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Development near electricity transmission and distribution networks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Electricity Supply Authority	<input type="checkbox"/>	<input type="checkbox"/>		
Biodiversity, vegetation and riparian corridors								
Clearing native vegetation not approved under biodiversity certification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Department of Planning, Industry and Environment – Biodiversity,	<input type="checkbox"/>	<input type="checkbox"/>		

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				Conservation and Science Directorate under the Biodiversity Conservation Act 2016				
Groundwater								
<i>Development within 750 metres of an existing registered bore for stock, domestic, irrigation and/or water supply use</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	NSW Office of Water	<input type="checkbox"/>	<input type="checkbox"/>		

*The relevant authority will provide advice as part of consultation early in the Activation Precinct Certification process on whether an approval will be required.

**Advice will be provided as part of consultation with relevant authorities on whether any other approvals and/or licences will need to be obtained.

Generally, it will be at the applicant's discretion when they choose to initiate the other approval and/or licence requirements.

Where possible, other approvals and licences may be able to be assessed in parallel with the corporation's evaluation of the application for an Activation Precinct certificate. However, there may be limitations on when an approval or licence may be able to be determined and issued. For instance, the EPA cannot issue a licence until development consent is obtained.

In some instances, an approval may also need to be obtained prior to the determination of an application for an Activation precinct certificate. For example, the Planning Secretary must provide approval to the corporation to be able to issue an Activation Precinct certificate for potentially hazardous or offensive industry.