
Checklist 4 - Applications for Dwelling Planning Permits

For all planning applications the following **MUST** be provided:

- An Application form completed and signed
- A full current copy of Title for the land showing the plan of subdivision
- The prescribed application fee
- Full copy of instrument and transfer if a registered restrictive covenant applies to the land

In addition to the information required above for all planning applications, the following should be provided:

Buildings and works

- 3 copies of fully dimensioned development plans drawn at a scale of 1:100 or 1:200 which include:
 - The boundaries and dimensions of the site
 - Adjoining roads
 - Relevant ground levels
 - Elevations including colour and materials of all buildings and works
 - Driveways and vehicle parking and loading areas
 - The layout of existing and proposed buildings and works identifying the intended use of the components of the building
 - Landscape layout plan which includes the description of vegetation to be planted, the surfaces to be constructed, a site works specification and the method of preparing, draining, watering and maintaining landscape area
 - Any buildings to be demolished

Written Report

- 3A brief report on what is being proposed and addressing:
 - Any Overlay provisions as set out under the Planning Scheme.
 - Any other matter as required under the planning scheme.