

## Part B Submitting a Development Application

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## 1.0 DEVELOPMENT APPLICATION (DA) REQUIREMENTS

The statutory requirements for supporting information to accompany a development application (DA) are established in Schedule 1, Part 1 of the *Environmental Planning and Assessment Regulation 2000* (Regulation 2000).

Council recommends guidance or assistance in the preparation of any DA by the services of professional consultants. Professionals are required by Council to prepare diagrams, photomontages, isometric drawings, sketches and models.

## 2.0 STATEMENT OF ENVIRONMENTAL EFFECTS (SEE)

A Statement of Environmental Effects (SEE) must be submitted as a statutory requirement with all DA's. A SEE outlines the proposal and addresses all relevant issues for consideration and assessment.

A SEE must outline the:

- (a) impacts of the proposal, how they have been identified and steps taken to protect or lessen the expected impact; and
- (b) matters required to be indicated by any guidelines issued by the Director-General for the purposes of this clause.

For all development, the SEE should include a statement expressing:

- compliance (or non-compliance) with all relevant development controls presented in the form of a compliance table;
- likely environmental and/or amenity impact(s) of the proposal;
- Where any relevant controls are not satisfied describe how controls are satisfied by alternative means. For non-compliance with height or setback controls, shadow diagrams are required;
- Where there is any uncertainty about whether the proposal will cause significant overshadowing impacts diagrams and elevations showing overshadowing caused by the existing building and the proposal must be submitted with the DA;
- Where the proposal would alter the streetscape character or involve extensions clearly visible from the street supporting documentation i.e. photographs, photomontages, isometric drawings, sketches or models are to be provided. Where the proposal impacts existing sandstone walls or natural rock faces, demonstrate how the proposal preserves these features;
- Where there is any uncertainty about whether the proposal would cause adverse privacy impacts to neighbouring premises supporting information demonstrating privacy impacts of the proposal and details of measures taken to mitigate these impacts;
- Where there is any uncertainty about whether the proposal would result in the loss of views from neighbouring premise(s) supporting information i.e. photographs, diagrams demonstrating the extent of impacts on views from affected properties; and
- Where the proposal involves the use, storage or transfer of hazardous substances and dangerous goods details of storage arrangements are to be submitted and shown on the Plans, including measures proposed to prevent spills. Details of potential impacts and measures proposed to mitigate them or justification of why they are acceptable in the circumstances of the case.

## **2.1 Additional Requirements – Boarding House, Backpacker, Hostel, Bed and Breakfast Establishment**

When an applicant proposes alterations and additions, a new development or change of use to a boarding house, backpacker, hostel or bed and breakfast establishment, the SEE must outline the:

- environmental impact of the development;
- measures to mitigate any environmental or social impacts;
- proposed landscaping and preservation of any existing trees;
- impact on landscape, streetscape or scenic quality of the locality;
- existing and likely future amenity of the neighbourhood;
- traffic likely to be generated and the adequacy of existing roads and present volume of traffic carried;
- whether public transport will be necessary to serve the development, availability and adequacy of public transport; and
- social and economic effects of the development on the community, including the loss of affordable housing.

## **3.0 MODELS AND PHOTOMONTAGES**

A photomontage or scale model must be submitted with an application where the proposal is for a new development or major alterations and additions that exceed construction costs of \$500,000, for the following:

- Dwelling house and/or dual occupancy housing;
- Multi-unit housing (where SEPP No. 65 does not apply); and
- Commercial and retail buildings or mixed use development.

To assist in the assessment of an application, Council may require a photomontage for smaller scale development than those listed.

Where State Environmental Planning Policy No. 65 – Design Quality Residential Flat Development (SEPP No. 65) applies, a scale model and a photomontage must be submitted with the DA for exhibition and assessment.

A scale model (minimum 1:200 scale) of the proposal must include the subject property and its relationship to its context (adjoining developments). Three-dimensional (3D) perspective photomontages must include proposed development and its context.

## **4.0 SITE PLANS AND SURVEY PLANS**

Council requires Site Plans for all DA's. Site Plans should indicate site boundaries, relationship to adjoining buildings, existing buildings on the site and the location of any proposed new buildings or alterations and additions to existing buildings. Information included in the Site Plan depends upon the size of the proposal and impacts.

Where the proposal raises particular issues, it may only be necessary to submit details relevant to those issues.

## **5.0 LANDSCAPE PLANS**

For a new commercial or retail building; dwelling house; dual occupancy housing; multi-unit housing or major alterations and additions, it is generally necessary to submit a Landscape Plan.

The following require Landscape Plans prepared by a qualified Landscape Architect:

- DA's that involve changes in the public domain;
- SEPP No. 65 applications; and
- applications in a Business Zone with a landscape component.

The amount of detail contained in a Landscape Plan depends on the issues relating to the particular site. Landscape Plans may include:

- Existing vegetation and vegetation proposed to be retained;
- All proposed landscaping structures;
- Existing and proposed contours of the site;
- Where there may be privacy impacts to and/or from the proposal;
- Overshadowing from existing and proposed structures; and
- Measures to minimise structural impacts to buildings caused by vegetation growth.

## **6.0 SOLAR ACCESS AND SHADOW DIAGRAMS**

Shadow diagrams are to be included as part of the DA except where a proposal does not change the external building form. Shadow diagrams should clearly show the shadow impacts of the proposed development. The Plans should be at the same scale as the Site Plans and elevations, and should include the following:

- North point (true north) and scale;
- Position of existing and proposed buildings on and adjoining site;
- Position of buildings on adjoining land;
- Shadows cast during the winter solstice for 9am, 12 noon and 3pm (show altitude and azimuth angles) and shadow changes from existing to proposed development; and
- If the proposal is likely to overshadow, the windows of adjoining building(s), provide an elevation to show shadow impacts.

## **7.0 ACOUSTIC REPORTS**

Where a DA is lodged at a premises proposing a place of public entertainment (PoPE), extension of trading hours at a PoPE, child care centre or review of trial period an acoustic consultant describing and assessing the impact of noise from the proposal is required. The acoustic report must include, but not limited to:

- (a) identification of sensitive noise receivers potentially impacted by the proposal;
- (b) quantification of the existing acoustic environment at the receiver locations (measurement techniques and assessment period should be fully justified and in accordance with relevant Australian Standards and Department of Environment and Climate Change (DECC) requirements);
- (c) formation of a suitable assessment criteria having regard to the guidelines contained in the NSW EPA Industrial Noise Policy;
- (d) identification of operational noise producing facets of the proposal and the subsequent predictions of resultant noise at the identified sensitive receiver locations from the operation of the use. Where appropriate the prediction procedures must be justified and include an evaluation of prevailing atmospheric conditions that may promote noise propagation; and/or

- (e) A statement indicating the development/use will comply with the relevant criteria together with details of acoustic control measures incorporated into the development/use, will not create adverse noise impacts to surrounding development.

Council may request an acoustic report on any DA as deemed necessary and appropriate to the assessment of the proposal.

## **8.0 SWIMMING, PLUNGE, LAP POOLS AND SPAS**

Where a DA comprises of a swimming, plunge, lap pool or spa architectural drawings (i.e. plans, sections, elevations) must show the location of the pool filter and motor and reduced levels (RLs) of the pool coping in relation to the existing ground levels of the subject premises and adjoining premises; and location of existing trees.

## **9.0 HERITAGE ITEMS AND HERITAGE CONSERVATION AREAS**

If the building is an Item of Environmental Heritage, is within a Heritage Conservation Area, or is in the vicinity of a Heritage Item or Heritage Conservation Area, refer to Part 4 and Schedule 5 of WLEP 1996, Schedule 5 of WLEP (Bondi Junction Centre) 2010 and Parts H1 and H2 of this DCP.

## **10.0 WATER MANAGEMENT**

### **10.1 Site Plan**

For any DA, the following information is required on a Site Plan:

- (a) location of the nearest Council stormwater pit and diameter of the Council stormwater pipe, regardless of point of connection into Council's stormwater system;
- (b) site layout including imperviously paved and previously landscaped areas;
- (c) location and extent of any overland flow paths through the site;
- (d) existing vehicle crossings and pedestrian accesses to the site;
- (e) easements that are either existing or required;
- (f) spot levels indicating the slope of the site; and
- (g) location and extent of the proposed drainage system, including pipe work, on-site detention storage, rainwater tank installation, groundwater extraction, grey water reuse systems and pumps.

### **10.2 Additional Water Management Requirements**

#### **10.2.1 Infiltration**

When an infiltration system is proposed, the following is to be supplied:

- (a) volume and dimensions of the proposed system; and
- (b) setbacks of the infiltration system away from all buildings and property boundaries.

#### **10.2.2 Pump Systems**

When pump systems are proposed, the following is to be supplied:

- (a) number of pumps and size of storage pit;

- (b) point of discharge to the street system; and
- (c) evidence indicating that an easement cannot be obtained at a reasonable cost from the downstream property owner(s).

### **10.2.3 Charged Systems**

When a charged system is proposed evidence indicating that an easement cannot be obtained at a reasonable cost from the downstream property owner(s).

### **10.2.4 On-Site Detention**

For on-site detention of stormwater (OSD), the following is required:

- (a) existing pervious and impervious areas (pre development);
- (b) proposed pervious and impervious areas (post development);
- (c) areas of the site draining through the OSD storage;
- (d) areas of the site not draining through the OSD storage;
- (e) location and volume for OSD storage surcharges and storage;
- (f) available head of water above the orifice plate outlet (maximum water level minus centre of orifice level); and
- (g) cross-sectional area of the orifice plate.

### **10.2.5 Water Tanks**

When a water tank is proposed, the following is to be supplied:

- (a) tank location, height and size; overflow locations;
- (b) water end uses; pump location and insulation; and
- (c) other relevant characteristics, such as colour for heritage sites.

### **10.2.6 Greywater & Blackwater Systems**

When proposed, the following is to be supplied:

- (a) system location and size;
- (b) greywater or blackwater end uses;
- (c) pump location & insulation; overflow locations; and
- (e) NSW Department of Health Accreditation.

### **10.2.7 Erosion & Sedimentation Control**

Depending on the extent of disturbed area, one of the following Plans to manage erosion and sedimentation must be submitted with the DA:

- (a) For less than 250m<sup>2</sup> of disturbed area (i.e. all of the area affected by the proposal), a Plan outlining proposed works and control measures is to be prepared in accordance with the 'Water Management Technical Guidelines' (WMTG).
- (b) 250m<sup>2</sup> to 2,500m<sup>2</sup> of disturbed area, an Erosion and Sediment Control Plan is to be prepared in accordance with 'Managing Urban Stormwater' (Landcom 2004) and the WMTG.
- (c) For greater than 2,500m<sup>2</sup> of disturbed area, a Soil and Water Management Plan to be prepared in accordance with Managing Urban Stormwater (Landcom 2004) and WMTG.

## 11.0 PLANNING AGREEMENTS

In the instance a Planning Agreement is prepared pursuant to Section 93F of the EP&AA 1979 and Planning Agreements Policy 2007, refer to Council's Voluntary Planning Agreements Policy 2007 (VPAP 2007). Should the applicant seek to prepare a VPA for the purpose of affordable housing, it is recommended the Waverley Affordable Housing Program Policy 2007 is consulted.

## 12.0 COMMON DEVELOPMENT APPLICATIONS CHECKLIST

Table 1 lists common types of development and references to relevant Parts of WDCP 2010 that must be considered when preparing a DA.

<b>Development</b>	<b>Part(s) of draft WDCP 2010 to be addressed:</b>
<i>Backpacker/ Boarding House or Bed and Breakfast Accommodation</i>	<ul style="list-style-type: none"> <li>Part D3</li> <li>Part E2</li> <li>Part F1 (Bondi Junction), F2 (Bondi Beach)</li> <li>Part G1, G2, G4</li> <li>Part H1 (Heritage Item / Heritage Conservation)</li> <li>Part I1</li> </ul>
<i>Car accommodation: Hardstands, carports, garages</i>	<ul style="list-style-type: none"> <li>Part D1, D2</li> <li>Part F4 (development within the Imperial Avenue area)</li> <li>Part H1 (Heritage Items / Heritage Conservation)</li> <li>Part I1</li> </ul>
<i>Footpath seating for a café, restaurant</i>	<ul style="list-style-type: none"> <li>Part E1, E3</li> </ul>
<i>Advertising and Signage</i>	<ul style="list-style-type: none"> <li>Part E1, E2</li> </ul>
<i>Child Care Centres</i>	<ul style="list-style-type: none"> <li>Part E2, E4</li> <li>Part G4</li> <li>Part I1</li> </ul>
<b>Dwelling House Development:</b>	
<i>Alterations and additions to dwelling house</i>	<ul style="list-style-type: none"> <li>Part D1</li> <li>Part F1 (Bondi Junction), F2 (Bondi Beach), F4 (Ocean Street)</li> <li>Part G1, G2, G4</li> <li>Part H1 (Heritage Item / Heritage Conservation), H2 (Charing Cross Conservation)</li> <li>Part I1</li> </ul>
<i>New dwelling house</i>	<ul style="list-style-type: none"> <li>Part D1</li> <li>Part F1 (Bondi Junction), F2 (Bondi Beach)</li> <li>Part F4 (Ocean Street)</li> <li>Part G1, G2, G4</li> <li>Part H1 (Heritage item / Heritage Conservation area), H2 (Charing Cross Conservation Area)</li> <li>Part I1</li> </ul>

**Table 1** – Common DA Checklist

<i>Swimming, lap, plunge pool &amp; spas</i>	<ul style="list-style-type: none"> <li>▪ Part D1, D2</li> </ul>
<b>Multi Unit Development</b>	
	<ul style="list-style-type: none"> <li>▪ Part D2</li> <li>▪ Part F1 (Bondi Junction), F2 (Bondi Beach), F4 (Ocean Street)</li> <li>▪ Part G1</li> </ul>
<i>Alterations and additions to Multi Unit Development</i>	<ul style="list-style-type: none"> <li>▪ Part G2, G4</li> <li>▪ Part H1 (Heritage Item / Heritage Conservation), H2 (Charing Cross Conservation)</li> <li>▪ Part I1</li> </ul>
<i>New Multi Unit Development.</i>	<ul style="list-style-type: none"> <li>▪ Part D2</li> <li>▪ Part F1 (Bondi Junction), F2 (Bondi Beach), F4 (Ocean Street)</li> <li>▪ Part G1, G2, G4</li> <li>▪ Part H1 (Heritage Item / Heritage Conservation), H2 (Charing Cross Conservation)</li> <li>▪ Part I1</li> </ul>