

# PLANNING AND COMMUNITY ENGAGEMENT

DEVELOPMENT SERVICES



FOR EXTERNAL AND COUNCIL USE

## OPERATIONAL WORKS - SUBMISSION CHECKLIST

TO BE COMPLETED BY THE CONSULTANT AND ATTACHED TO THE APPLICATION

THIS CHECKLIST HAS BEEN PREPARED TO ASSIST DEVELOPERS IN THE PROCESS OF LODGING AN OPERATIONAL WORKS APPLICATION. THE COMPLETION OF THE CHECKLIST AND THE SUBMISSION OF ALL THE RELEVANT ACCOMPANYING INFORMATION WILL EXPEDITE THE DECISION NOTICE AND NOT HOLD UP THE CHECKING PROCESS.

### APPLICATION DETAILS >>

Application number: \_\_\_\_\_

Assessment number: \_\_\_\_\_

Address: \_\_\_\_\_

Description: \_\_\_\_\_

Developer: \_\_\_\_\_

Consultant: \_\_\_\_\_

### CHECKLIST >>

FOUR A3 SETS OF ENGINEERING DESIGN AND LANDSCAPE DRAWINGS AND ONE DIGITAL COPY IN PDF FORMAT TO BE PROVIDED WITH THE APPLICATION.

ROADWORKS DRAWINGS	Applicant Check			Council Check		
	Yes	No	N/A	Yes	No	N/A
Roadworks and earthworks plans						
Longitudinal sections of each road						
Cross sections of each road <i>(minimum 25m intervals)</i>						
Standard road cross sections						
Intersection details						
Line marking and signage plans						
Pathways on roadworks plans						
Miscellaneous details						
STORMWATER DRAWINGS	Yes	No	N/A	Yes	No	N/A
Stormwater drainage plans						
Longitudinal section of each drain line <i>(including open drains)</i>						
Stormwater catchment plans						
Drainage calculations						
Overall catchment plan for staged development						
Residential Q50 surcharge paths and flood lines						
Rural Q50 levels for each lot						
Miscellaneous details						

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<b>SEWERAGE DRAWINGS</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Sewerage reticulation plans						
Longitudinal section of each sewer						
Pump station plans and details						
Electrical wiring plans and details						
Miscellaneous details						
<b>WATER SUPPLY DRAWINGS</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Water reticulation plans						
Pump station plans and details						
Electrical wiring plans and details						
Reservoir plans and details						
Miscellaneous details						
<b>SOIL AND WATER MANAGEMENT DRAWINGS</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Soil erosion and sediment control plans <i>(Including construction and post construction details)</i>						
Sediment and bio detention plans <i>(including staging)</i>						
<b>OTHER DRAWINGS AND DETAILS</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Locality plan						
Layout and stage plan						
Park reserves on drawings						
Drainage reserves on drawings						
Approved street names on drawings						
Landscaping and irrigation plans						
Street lighting plans						
Building and access envelope plans						
<b>APPROVALS AND ATTACHMENTS</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
IDAS forms 1,6 and IDAS assessment checklist 4 completed						
Copy of decision notice for development						
Engineering application fees paid						
Engineering certification provided						
Schedule of quantities and rates provided						
Stormwater hydraulic study for culvert and channelised flows						
Stormwater hydraulic assessment report <i>(minimum lot levels)</i>						
Stormwater quality management report						
Erosion and sediment control report						

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One copy of design standard specifications						
Water network analysis						
Subgrade test results and pavement design						
Geographical reports for proposed earthworks						
Portable long service leave proof of payment <i>(not required if works less than \$80,000)</i>						
Written consent from adjoining property owners authorising work on their property						
Approval from any other authority or concurrence agency						
<b>ADDITIONAL INFORMATION</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Any other information required under relevant legislation						
Clear justification for designs that are not in accordance with council standards						

\_\_\_\_\_

Consultants Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Council Officer's Signature

\_\_\_\_\_

Date