

DEVELOPMENT APPLICATION: LODGEMENT CHECKLIST 2011

This form will be discussed at the pre-DA meeting and is to be completed and lodged with the Development Application.

FORM 1 of 3

PART ONE: APPLICANT DETAILS

		√ or X
1	Has the Applicant provided the complete and accurate Applicant's name and contact details?	
2	Is the Applicant nominating a representative? Have their details been provided?	
3	Has the correct and current Tenant's/Sub-lessee's Consent been provided?	

PART TWO: DEVELOPMENT DETAILS

4	Have the complete site details been provided?	
5 - 11	Has the Applicant provided the entire necessary information requested on the Development Application form?	
12	Has the Applicant provided the contact details of the architect or builder?	
	Has the Applicant addressed the requirements of BAL/CAL's pre-DA letter (if applicable)?	

PART THREE: AVIATION

13 - 15	Does the proposal have aviation impacts? Have the requested documents been provided?	
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PART FOUR: ENVIRONMENT MANAGEMENT

16 - 17	Does the proposal have environmental impacts? Have the requested documents been provided?	
	Has the Applicant provided the completed Assessment of Environmental Effects (AEE) form?	

PART FIVE: CHECKLIST & LODGEMENT

Have you provided:

- 5 sets of all drawings (max A1 size),
- 5 copies of all reports & certificates
- an electronic complete list of all documents lodged - including consultant, descriptions, drawing & report numbers, revision numbers and date
- an electronic copy of all documents as provided for assessment

Do the documents include the following:

- Statement of Compliance with the Master Plan _____ ()
- Statement of Compliance with the Airport Environment Strategy _____ ()
- Survey Plan _____ ()
- Planning Report/Assessment of Environmental Effects (AEE) _____ ()
- Construction Environment Management Plan _____ ()
- Energy Efficiency Statement (ABGR) _____ ()
- Landscape Plan _____ ()
- Erosion & Sediment Plan _____ ()
- Floor Plans, Roof Plans, Sections _____ ()
- Elevations _____ ()
- Parking Layout _____ ()
- OLS Assessment/Aviation Statement/Acoustic Report _____ ()
- Operational Environment Management Plan _____ ()
- Services Plans _____ ()
- Others – please specify _____

19	Have you discussed the proposed development with the Airport Building Controller?	
20	Has the Applicant signed the Development Application Form?	
21 - 24	Are you ready to lodge and pay the Development Application Lodgement Fee and Consultation Fee (if necessary)?	

I /we apply for consent to carry out the development described in this application.

I /we declare that all the information given is true and correct. I/we also understand that:

- if incomplete, the application may be delayed or rejected;
- more information may be requested within 21 days of lodgement.

I / we agree, that should the application be required to be assessed by a specialist consultant or referred to regulatory bodies (e.g. CASA, Airservices Australia) due to the nature of the development, BAL will advise the applicant of the approximate value of the additional fees, and following written acceptance of these fees, BAL may proceed to commission these assessments. All fees for third party consultants will be at cost + 10% to the applicant and paid in advance. Failure to pay requested fees will result in delay or refusal of the application.

I / we agree that should the assessment of the application require additional services beyond those listed under "What does the Development Application Lodgement Fee cover?" as noted on the Development Application Fees 2011, BAL may require payment of additional fees prior to proceeding with the assessment of the application. Failure to pay requested fees will result in delay or refusal of the application.

Company Name:

ABN:

Name:

Position:

Signature:

Date:
