

Webinar Summary Sheet – Application support for the Start Strong Capital Works Grants Program

Architectural & planning reports checklist

This is a list of architectural and planning reports you may need for your project based on the value of the works to be completed.

Item	Less than \$200K	\$200K – \$500K	More than \$500K
Survey*	✓	✓	✓
Site plan	✓	✓	✓
Floor and roof plans –existing and proposed*	✓	✓	✓
Elevations and sections*	✓	✓	✓
Landscape plan*	•	••	✓
Area schedule	✓	✓	✓
Stormwater drainage concept plan*	•	••	✓
Materials and finishes schedule*	•	✓	✓
Hazmat or contamination report*	✓	✓	✓
Arborist report*	✓	✓	✓
Access report	•	••	✓
Traffic and parking report	•	••	••
BCA report	•	•	••
Design statement	•	••	✓

✓ Required •• Recommended • Optional

Requirements

Survey

Surveys are generally required for all development applications that entail new external works. If alterations and additions are being done that are wholly internal to the building, a survey may not be required.

Floor and roof plans – existing and proposed

Existing Plans are required if an alteration and/or additions are being made to an existing building.

Plans must clearly identify unencumbered space, storage, access to toilets, ramps and access requirements, access to shade, and verandahs.

Elevations and sections

If alterations and additions are being done that are wholly internal to the building, elevations and sections may not be required.

Landscape plan

A concept landscape plan should suffice this requirement if it captures the nature of the proposed outdoor play space(s). If alterations and additions are being done that are wholly internal to the building, a landscape plan may not be required.

Stormwater drainage concept plan

A Stormwater concept plan is recommended for large developments. If alterations and additions are being done that are wholly internal to the building, a stormwater concept plan may not be required.

Materials and finishes schedule

This can be indicative and reference images can be used. If alterations and additions are being done that are wholly internal to the building, a materials and finishes schedule may not be required.

Hazmat or contamination report

Any building works being carried out to an existing building built prior to 1994 should be accompanied with this report to mitigate risks during the construction phase.

Arborist report

An arborist report prepared by a certified arborist is highly recommended if the works being done would impact any significant existing trees on site.

Additional considerations

- Bushfire report
- Biodiversity development assessment report
- Floor report
- Mine subsidence
- Acid sulphate soils
- Geotechnical report including Contamination
- acoustic
- Air quality
- Remediation action plan
- Waste management plan
- Essential service augmentation
- Pre-DA with Council.



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