

SINGLETON COUNCIL SUBMISSION MATRIX 2

Matrix 2 - This matrix is relevant to all development applications listed below and outlines what documentation is required to be submitted to Council in conjunction with a Development Application. Applicants should be aware that applications will not be accepted unless all required documentation is submitted to Council. Applications must be supplied electronically via USB or by email.

The titling protocols for all documents submitted must be - Title of Document, Lot and DP and Address of property. Each type of document must be saved as a separate item. (E.g. Architectural plans can consist of Site, Floor, Elevations, and Section) and if a Construction Certificate lodged with the Development Application and second set of Architectural plans must be saved separately and titled as above but with CC Architectural Plans in title. Please ensure any plans are numbered, named, titled, signed, and dated. **Please ensure any plans are numbered, named, titled, signed, and dated.**

SUBMISSION MATRIX 1 – DWELLINGS AND ANCILLARY STRUCTURE

Development	Dual Occupancy/Multiple	Subdivision	Signage	Temporary Events	Commercial	Tourist Accommodation	Industrial	Home Occupation/Industry	Mix Commercial/Residential	Child Care	Construction of Dams	Residential Flat Buildings
Accessibility Detail					◇	◇	◇		◇	◇		
Acoustic Report				◇	◇	◇	◇	◇	◇	◆		◇
Arborist Report	◇	◇			◇	◇	◇		◇	◇	◇	◇
Archaeological Assessment	◇	◇			◇	◇	◇		◇	◇	◇	◇
BASIX Certificate (Class 1 & 10)	◆	◇										
Bushfire Report	◇	◇			◇	◇	◇		◇	◇		◇
Contamination Report	◇	◇			◇	◇	◇		◇	◇	◇	◇
Cut/Fill and Retaining Walls	◆	◇			◆	◆	◆		◆	◆	◆	◆
Dam Design Report											◆	
Demolition Plan and Statement	◇	◇			◇	◇	◇	◇	◇	◇		◇
Elevation Plan	◆		◆		◆	◆	◆		◆	◆		◆
Emergency Management Plan				◆		◇				◇		
Erosion and Sediment Control Plan	◆	◇			◆	◆	◆		◆	◆	◆	◆
Fire Safety Measures					◆	◆	◇		◇	◇		◇
Flood Impact Assessment Report	◇	◇			◇	◇	◇		◇	◇		◇
Floor Plan	◆				◆	◆	◆	◆	◆	◆		◆
Flora and Fauna Assessment / BDAR	◇	◇			◇	◇	◇		◇	◇	◇	◇
Geotechnical Report	◇	◇			◇	◇	◇		◇	◇	◆	◇
Heritage Impact Statement	◇	◇			◇	◇	◇		◇	◇		◇
Landscape Plan	◆				◆	◆	◆		◆	◆		◆
Notification Plan	◆	◆	◇	◆	◆	◆	◆	◆	◆	◆	◇	◆
Schedule of Colours and Finishes	◆				◆	◆	◆		◆	◆		◆
Section Plan	◆				◆	◆	◆		◆	◆	◆	◆
Section J Report (Class 2 to 9)					◆	◆	◆		◆	◆		◆
Shadow Diagrams	◇				◇	◇	◇		◇	◇	◇	◇
Signage Details			◆		◇	◇	◇	◇	◇	◇		
Site Analysis Plan	◆				◆	◆	◆		◆	◆		◆
Site Plan	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
Social Impact Assessment and Crime Prevention Assessment					◇	◇	◇		◆	◇		◆
Species Impact Assessment	◇	◇			◇	◇	◇		◇	◇	◇	◇
SEPP 65 Documentation									◇			◆
Statement of Environmental Effects	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
Stormwater Plan	◆	◆			◆	◆	◆		◆	◆	◆	◆
Streetscape Evaluation					◇	◇	◇		◆	◇		◆
Survey	◆	◆			◆	◆	◆		◆	◆	◆	◆
Temporary Structure Documents				◇								
Traffic Impact Assessment/Management Plan				◆	◇	◇	◇		◆	◆		◇
Visual Impact Assessment	◇		◇		◇	◇	◇		◇	◇		◇
Waste Management Plan	◆	◇		◆	◆	◆	◆	◇	◆	◆	◆	◆

Legend

- ◆ = Required
- ◇ = Advantageous (and may be requested during assessment if not provided at lodgement and deemed necessary)
- * = can be incorporated on site plan
- # = Yes, for 2 storey dwellings and alterations
- 1 = BASIX not required for alterations and additions with a value of less than \$50,000, swimming pools less than 40,000L or manufactured homes
- 2 = only required for Hunter Water Catchment e.g. Branxton and Pokolbin

Council may require the submission of additional documentation (specified in Matrix No. 2) in some cases, i.e. complex applications due to site constraints. In these cases, it is recommended that discussions occur with a Council Duty Officer, prior to lodgement of the application. **A detailed description of these documents can be found in Appendix 1 of the Development Application Guide.**