

A Simple Guide to Residential Development

The difference between DAs, CDCs and Exempt Development

A Development Application (otherwise known as a DA) is an application made to your Local Council seeking consent to carry out a proposed development.

A Complying Development Certificate (otherwise known as a CDC) is a fast-tracked approval process that can be used for straightforward developments which have minor environmental impacts. If an application meets specific CDC criteria, it can be determined by Council or an accredited certifier.

The major difference between DAs and CDCs is that the requirements for CDCs are “black and white” and apply across the State of NSW. Unlike DAs, CDC requirements cannot be amended to suit the needs of your development. Exempt Development is minor development that, subject to certain criteria, does not require any approvals.

Before you start

Firstly, you need to determine if the works you are proposing require a DA or whether they can be carried out under Exempt or Complying Development. We recommend you engage a suitable design professional (e.g. architect, draughtsman or town planner) to assist you with this.

In our experience, extra investment in the design stage is cost effective in the long run. The internet, newspapers or word-of-mouth recommendations are all good places to source qualified design professionals.

How to lodge a DA

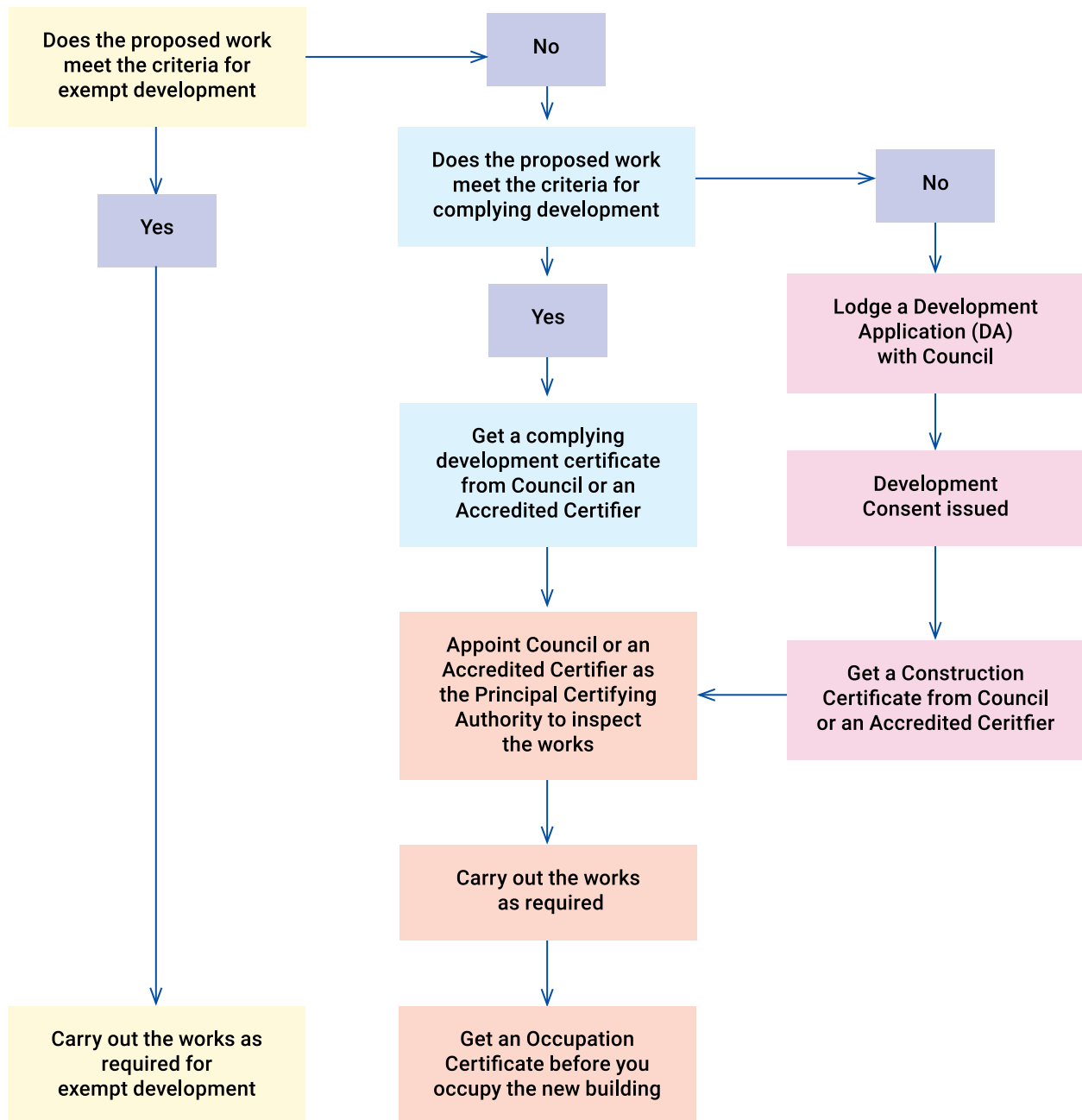
1. Engage a registered surveyor to do a survey of your land. The survey will detail the features of the site including existing buildings and relative levels of the land.
2. Use the design professional engaged initially, or employ another to help you design your proposal. Using planning maps, they will identify the site constraints and restrictions including land zones, setbacks, number of storeys etc.
3. Using our Development Application Checklist, gather the required items for your proposed works. Your design professional should be able to help you identify what you need. The list below is a general guide for what you might need:

- Statement of Environmental Effects – A report detailing how the proposal meets the relevant provisions of Council's Local Environment Plan (LEP) and Development Control Plan (DCP)
- Cost of Works estimate – A quote showing the total cost of the proposed works.
- Site Plan – A plan detailing how the proposal relates to the boundaries of the property
- Floor Plans – Shows internal floor layout dimensions and proposed use of all rooms
- Sections – Plans detailing sections through a building
- Elevations – Plans showing the external face/s of a building or structure.
- A4 Notification Plans – Site plan and elevations for notification purposes
- Survey Plan - Plan detailing the features of a site including existing buildings and relative levels. This will need to be done by a registered surveyor
- Site Analysis Plan – Site plan showing environmental and built features of the site and surrounding sites. E.g. overlooking, prevailing winds, solar access
- Demolition Plan – Required if any demolition works are proposed
- Waste Management Plan Construction and Demolition – A report detailing how you will reuse, recycle or dispose of demolition and construction waste.
- Waste Management Plan Ongoing - must show details to identify location of waste storage areas (garbage and recycling)
- Certified Shadow Diagrams (2 stories or more) - For developments that will result in additional shadow impacts
- BASIX Certificate – Developments with a cost of works over \$50,000
- Landscape Plan – Required unless no external works are proposed
- Swimming Pool Plan – Required for any proposals involving a swimming pool
- Stormwater Management Plan – A plan prepared by a suitably qualified engineer that demonstrates the proposed management of stormwater on site as a result of the development
- Erosion and Sediment Control Plan – A plan detailing how you will minimise stormwater pollution during construction
- Note: All plans must be drawn to scale of 1:100 or 1:200.
- These items may need to be supported by other professional reports (for example geotechnical, landslip, arborist, flooding, bushfire, threatened species, native vegetation etc.) dependent on the location of the property and the works that are proposed.
- One of the main factors in delays with DA processing times is applications submitted with inadequate information.



How to lodge a DA continued

- Design the proposal to meet all of the planning controls for the site. It often helps to talk to your neighbours about your proposal. If they have concerns, look at ways you may address them to achieve a satisfactory outcome before lodging your application with Council. A pre-lodgement meeting is recommended if you are having difficulties with the planning controls and applying them to the site (fees apply).
- Download and complete the Development Application Form and Checklist northernbeaches.nsw.gov.au
- Council will require one hard copy of all plans and reports and a soft copy on a USB stick. Files should be named correctly as per Council's requirements, which can be found on the Development Application Checklist.
- Lodge your application at one of Council's Customer Service Centres.



Contact Us

If you have further questions that can't be answered by your design professional, call one of our Customer Service Centres on 1300 434 434 and ask to speak to the Duty Planner.



northern
beaches
council