



Australian
Capital Territory
Government



ACT Planning &
Land Authority

Estate Development Plan Checklist

Application Forms

This *Requirements & Checklist* form is to accompany the *Development Application* on which you will have recorded most details related to the application (e.g. lease, lessee, etc.)

The purpose of the *Requirements & Checklist* form is to accommodate further questions, requirements and advice specific to Estate Development Plans.

You must complete this *Requirements & Checklist* form and submit it with the *Development Application*, or your application cannot be accepted.

Please note, if complete and accurate details and information are not provided, additional information may be sought, the application may be subject to delay and/or the application may be rejected as incomplete.

Pre-application Referrals

Before lodging an Estate Development Plan *Development Application* you must have completed the pre-application referral/circulation process conducted by The Planning and Land Authority Deed Management Unit. (Phone: 62071668)

Deed Management will circulate the proposal to all relevant Government and non-Government Agencies for their comment and coordinate responses back to you. The proposal may require a number of such circulations before it is deemed to have satisfied the pre-application process.

Your application will not be accepted if it has not completed the pre-application process to the satisfaction of the Deed/Estate Manager.

Application Fee

You will be required to pay the scheduled fee for an Estate Development Plan *Development Application* at the time of lodgement.

Please note the application fee does not cover any costs other than the internal, administrative processing of the application by The Planning and Land Authority.

Related Documents

It is important to ensure the development is in accordance with:

- the Deed of Agreement (if applicable)
- the land use policies and requirements as per the Territory Plan
- Guidelines for the Planning and Design of Residential Estates in the ACT, Draft Planning Guidelines, July 2003 (or any later document replacing it).

OFFICE USE ONLY

Application number

Date registered



Attachments required with your application

Applications for Estate Development should be accompanied by:

1. 5 collated sets of plans, including an Estate Development Plan and relevant supporting plans and documents as detailed in *Estate Development Plans for Projects under Deed of Agreement – Guidelines for Submission*, available from Deed Management, phone: 6207 1668. All plans must be clear, concise and at a suitable scale to be easily understood by the assessing Agencies.
 - 1 a) The following are required to be provided on the Estate Development Plan at a scale of 1:2500 showing:

<ul style="list-style-type: none"><input type="checkbox"/> Holding Lease/Development Site boundary<input type="checkbox"/> road and block layout<input type="checkbox"/> block & section identifiers<input type="checkbox"/> road identifiers<input type="checkbox"/> carriageway and verge widths<input type="checkbox"/> indication of traffic features and calming devices<input type="checkbox"/> public open space<input type="checkbox"/> playgrounds<input type="checkbox"/> pathways (footpaths, cyclepaths, etc.) with width shown on legend<input type="checkbox"/> multi unit blocks identified and maximum number of units given for each<input type="checkbox"/> Existing trees which are proposed to be preserved<input type="checkbox"/> contours<input type="checkbox"/> legend<input type="checkbox"/> north point<input type="checkbox"/> scale<input type="checkbox"/> any relevant bodies of water and 100year ARI flood level	<ul style="list-style-type: none">1b) estate development plan (written) report1c) locality plan1d) land slope plan1e) stormwater concept plan1f) sewer masterplan1g) water masterplan1h) landscape masterplan1i) tree survey & retention plans1j) energy audit plan1k) road hierarchy and traffic analysis plan1l) road details plans (sections/special road features)1m) transport network/off road movement system plan1n) waste collection plan1o) integrated development plan(s)1p) staging plan1q) land use plan1r) edge zone plan(s)1s) bushfire risk assessment & mitigation measures
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- (In some cases one or more of these may not be appropriate. Agreement should then be sought from the Estate/Deed Manager not to include it.)*
2. A letter from the Estate/Deed Manager confirming that the application can be lodged.
3. Evidence that the development has not been objected to by Environment Australia under the *Environment Protection and Biodiversity Conservation Act*, or a statement that the Developer has assessed that the works do not require referral. *(This may take the form of a letter from the Executive Director of the Land Development Agency if appropriate.)*
4. **If you are not the lessee of the land** on which the development is proposed, you must attach a letter of authority from the lessee *(Land Development Agency if the land is Territory Land)* agreeing to your lodgement of this Development Application.
5. **Approval for Tree Damaging Activity from the Conservation of Flora and Fauna under the Tree Protection (Interim Scheme) Act 2001.**

Please note, if complete and accurate details and information are not provided, additional information may be sought, the application may be subject to delay and/or the application may be rejected as incomplete.

Applicants
Signature(s)

Date