Application Lodgement Guidelines – Explanatory Document

Document Version Schedule

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1. Planning Documents

1.1 Statement of Environmental Effects (SEE)

The Statement of Environmental Effects (SEE) describes the proposal, potential impacts and how these impacts will be minimised. A SEE includes consideration of planning matters including policies and controls. A Statement of Environmental Effects includes:

- Description of the site
- Description and scope of the proposed development and/or land use
- Details of compliance with the relevant environmental planning instruments i.e. The Local Environmental Plan 2010, the relevant Penrith Development Control Plan (PDCP) and any other relevant State Environmental Planning Policies (SEPPs)
- Written justification to vary any development standard contained within a section of PDCP
- Details of how the development satisfies the provisions of Section 4.15 of the Environmental Planning and Assessment Act 1979
- Environmental, social and economic impacts of the development
- How the environmental impacts of the development have been identified
- The steps to be taken to protect the environment or to lessen the expected harm to the environment.
- Required for all Development Applications and similarly for any Section 4.55 Modification Applications.

1.2 Clause 4.6 Variation Request

A Clause 4.6 Variation Request is a letter that can allow Penrith Council (the consent authority) to grant consent to development that contravenes one or more

development standards under the Penrith Local Environmental Plan 2010.

For more Information Visit the NSW Planning Portal at:
https://www.planning.nsw.gov.au/policy-and-legislation/under-review-and-new-policy-and-legislation/variations-review

1.3 Cost Summary Report

A cost summary report details the costs of the proposed development.

- Cost Summary Reports for developments between $100,000, and $3 million are to be submitted by a suitably qualified person. A qualified person includes a:
  - builder who is licensed to undertake the proposed works
  - registered architect
  - qualified and accredited building designer
  - registered quantity surveyor or a person who is licensed and has the relevant qualifications and proven experience in costing of development works at least to a similar scale and type as is proposed. The Australian Institute of Quantity Surveyors provides technical guidance on estimating costs and methods of measurement in the Australian Cost Management Manuals.
- Detailed Cost Reports for developments greater than $3 million are to be submitted by a Registered Quantity Surveyor registered as a member of the Australian Institute of Quantity Surveyors. Required for developments with costs of $100,000 and greater.

For More Information Refer to the Development Contributions section of Council's website at:
https://www.penrithcity.nsw.gov.au/building-development/planning-zoning/planning-controls/development-contribution-plans

1.4 Pre Lodgement Meeting Letter

A Council pre-lodgement meeting letter is a formal document provided by the local council to confirm that a pre-lodgement meeting has taken place between a development applicant and council representatives. This letter typically outlines the key issues, guidance, and recommendations discussed during the meeting relating to a proposed development application. It serves as an official record of the meeting, helping applicants address council requirements and expectations before formally lodging their development application.

1.5 Owner's Consent

A document which provides evidence that the owner of the land on which the development is to be carried out consents to the application.

1.6 State Government Agency Letter

A State Government Agency Letter is a formal document issued by a relevant state government department or agency. This letter typically outlines the agency's assessment, comments, or requirements relating to a proposed development. It may confirm that the agency has reviewed the application, highlight any statutory obligations or compliance matters, and detail specific conditions or recommendations that must be addressed by the applicant. Such a letter serves as an official record of the agency's involvement and is often required as supporting documentation when lodging certain types of development applications, particularly where state interests or approvals are necessary.

1.7 Letter of Offer to Enter into a Voluntary Planning Agreement (VPA)

A Voluntary Planning Agreement (VPA) is an agreement entered into by a planning authority (such as a council or the Department of Planning, Housing and Infrastructure and a developer). Under the agreement a developer agrees to provide or fund public amenities and public services, affordable housing, transport or other infrastructure. These benefits may be delivered either through physical or monetary contributions.

2. Building Sustainability Rating Certificates

2.1 BASIX Certificate

The Building Sustainability Index (BASIX) is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices. A BASIX Certificate is required for all dwellings, including those dwellings in a mixed-use development and serviced apartments intended or capable of being strata titled. Proposals for additions and/or alterations to an existing dwelling also need a BASIX Certificate.

The applicant is required to submit the BASIX Certificate with the development application or Complying Development Certificate application.

Applicants can generate the BASIX Certificate only on the NSW Department of Planning BASIX website: https://www.planningportal.nsw.gov.au/development-and-assessment/basix.

For more information, phone the BASIX Help Line on 1300 305 695 and info@service.nsw.gov.au see Page 13 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

2.2 Green Star Certificate

Green Star is an environmental rating scheme that provides formal accredited evaluation of the environmental design and achievements of buildings across nine categories (management, indoor environment quality, energy, transport, water, materials, land use and ecology, emissions and innovation). The Green Star certification system was developed and is administered by the Green Building Council of Australia. Green Star provides certified ratings of 4, 5 or 6 Stars. Information about Green Star is available from www.gbca.org.au/green-star.

2.3 NABERS Certificate

NABERS is a national rating system that measures the energy efficiency, water usage, waste management and indoor environment quality of a building or tenancy and its impact on the environment. NABERS provides a star rating based on a buildings actual operational performance. The rating takes into consideration:

- The climactic conditions in which the building operates
- The hours of its use
- The level of services it provides
- The energy sources it uses
- Its size and occupancy.

For more information, visit www.nabers.gov.au

3. Survey or Subdivision Information

3.1 Survey Drawing / Plan

The survey plan must be prepared and signed by a registered surveyor (including registration number) and be provided with all development proposed on a vacant block of land (newly subdivided land). A survey plan should include:

- Site boundaries and dimensions
- Contours or Australian Height Datum ground levels
- Natural drainage lines/water courses
- Existing services/easements
- Any geotechnical hazards or restricted development areas
- Location of existing buildings/structures
- Location of existing trees (including girth and spread of canopy) and significant vegetation/ topographical features
- Street features
- Undertaken within the last 12 months.

3.2 Surveyors Statement

A surveyors statement is an official document prepared by a qualified surveyor that certifies the accuracy and completeness of a site survey. This statement typically verifies details such as site boundaries, dimensions, contours, elevations, natural features, existing structures, easements, and any geotechnical hazards present. It assures all stakeholders that the information depicted on site plans or associated diagrams reflects actual site conditions as assessed within a specified timeframe—often the last 12 months. The surveyors statement plays a crucial role in development and planning applications by providing reliable data essential for making informed decisions about land use, construction, or subdivision.

3.3 Section 88B Instrument

A Section 88B Instrument is a legal document used in the process of subdividing land. It is prepared and registered with the Land and Property Information (LPI) office at the time a plan of subdivision is lodged. The instrument sets out and records easements, restrictions on the use of land, and positive covenants that affect the subdivided lots. These provisions become binding on all current and future owners of the land, ensuring that the rights and obligations associated with utilities, access, or land use are clearly defined and enforceable. Section 88B Instruments are crucial for providing certainty and transparency in land dealings, protecting the interests of all parties involved, and supporting orderly land development.

3.4 Deposited Plan or Strata Plan

A **Deposited Plan** is an official survey document registered with a relevant land authority, such as a Land Titles Office, and is used to define the legal boundaries and

dimensions of parcels of land. It typically details the subdivision or amalgamation of land, outlining the precise lots, roads, easements, and any relevant restrictions or covenants. Deposited Plans are essential for recording changes in land ownership, facilitating property transactions, and ensuring accurate land records in public registries. They provide a legal framework for describing land parcels and are often referenced in property titles, contracts, and development applications.

A **Strata Plan** is a registered survey document used to subdivide a building and its land into separate lots (such as apartments or townhouses) and common property. Each lot owner holds individual title to their unit or space, while shared areas like gardens, driveways, and corridors are collectively owned as common property. The strata plan precisely outlines the boundaries of each lot and the common property, and is essential for managing legal ownership, rights, and responsibilities within multi-unit developments. It forms the basis for the operation of the owners corporation, which oversees the maintenance and management of common areas.

3.5 Plan of Subdivision

A Plan of Subdivision is a formal survey document that illustrates the division of a single parcel of land into two or more lots, roads, and reserves for legal, planning, and transactional purposes. Registered with land authorities, it precisely defines new boundaries, assigns lot numbers, and details any associated easements or restrictions. This plan forms the basis for updating property titles, facilitating future development, and ensuring the legal recognition of each new lot created by the subdivision process.

4. Architectural Plans

4.1 Site Plan (Site Analysis)

A Site Analysis involves looking at the features of the site and the immediate surrounding area and, where possible, presenting the information in a diagram(s). This enables the opportunities and constraints to be identified and subsequent development to respond appropriately to the site characteristics. A Site Analysis should include the following minimum elements:

- The site's dimensions and areas;
- North point and the site's orientation (e.g. solar access);
- Topography (with 0.5m to 1m contours);
- Road, pedestrian and cycle access points;

- Services and infrastructure (e.g. electricity poles, stormwater drainage lines, natural drainage, kerb crossings and easements);
- Rights of way;
- Views to and from the site (more detail is provided below);
- Site overland flows and drainage patterns;
- Geotechnical characteristics of the site and suitability for development;
- Location of site in relation to shops, community facilities and transport;
- Heritage items on site or on adjoining properties;
- Form and character of adjacent and opposite buildings in the streetscape, including both sides of any street that the development fronts;
- Location and use of any existing buildings or built features on the site;
- Location and important characteristics of adjacent public, communal and private open spaces;
- Location of significant vegetation on the site and on adjoining properties and all street trees;
- Location of any significant noise sources on and in the vicinity of the site; and
- Assessment of site contamination and/or remediation. The Site Analysis includes the site and the immediate context - usually up to 50 or 100 metres in any direction from the site (depending on the scale of development, the proposed land uses and its impacts).

The Site Analysis should include plan and section drawings of the existing features of the site at the same scale as the site and landscape plan.

Not all of the elements listed above will be relevant for every development or site. You are strongly recommended to contact Council's Development Services Unit to discuss the requirements for your proposal prior to lodging a development application

4.3 Demolition Plan

A demolition plan outlines the systematic process for safely and efficiently demolishing existing structures on a site. It serves as an essential component in the sequence of planning and development, acting as a bridge between the existing conditions and the proposed future development. A well-crafted demolition plan not only facilitates the removal of unwanted buildings or features but also ensures compliance with safety standards, environmental regulations, and local council requirements.

4.4 Basement Floor Plan

A basement floor plan is a detailed architectural drawing that illustrates the layout, dimensions, and functional arrangement of all spaces located below ground level within a building. This plan typically includes the placement of walls, rooms, storage areas, mechanical and utility spaces, staircases, and access points. The basement floor plan is crucial for understanding how the subterranean level interacts with the rest of the structure, ensuring compliance with building codes, facilitating effective waterproofing and ventilation, and accommodating services such as parking, storage, or plant rooms as required by the overall development.

4.5 Ground Floor Plan

A ground floor plan is a comprehensive architectural drawing that depicts the layout, dimensions, and arrangement of all spaces situated at the main entry level of a building. This plan details the configuration of rooms, corridors, entrances, exits, and circulation areas, as well as the placement of structural elements such as walls, columns, doors, and windows. It serves as a vital reference for understanding how the primary level of the building functions in relation to accessibility, movement, and the integration with outdoor spaces. The ground floor plan is essential for ensuring compliance with building codes, coordinating utility and service routes, and supporting the overall design intent of the development.

4.6 Upper Floor Plan

An upper floor plan is a detailed architectural drawing that represents the arrangement, dimensions, and functional organisation of all spaces located above the ground floor in a multi-storey building. This plan illustrates the layout of rooms, corridors, staircases, lifts, balconies, and other features on each upper level. It is essential for coordinating vertical circulation, ensuring compliance with building codes, integrating structural and service elements, and understanding how upper levels connect to each other and to the overall design of the building. The upper floor plan also supports accurate construction, spatial planning, and the harmonious relationship between all floors within the development.

4.7 Roof Plan

A roof plan is a scaled architectural drawing that illustrates the design, structure, and layout of a building's roof. It details the shape, slopes, ridges, valleys, drainage systems,

and placement of elements such as skylights, chimneys, vents, and solar panels. The roof plan is essential for guiding construction, ensuring weatherproofing, compliance with building codes, and coordinating with other structural and service elements above the uppermost floor.

4.8 Section Drawings

A section drawing is a technical architectural illustration that depicts a vertical cut-through of a building or structure, revealing internal features that are not visible in standard floor plans or elevations. This drawing displays the relationships between different floors, spaces, and structural elements, such as walls, floors, ceilings, staircases, and mechanical systems. Section drawings are essential for understanding construction details, spatial composition, and how various levels and components interact within the building, aiding in accurate construction, compliance with regulations, and effective communication of design intent.

4.9 Elevations

An elevation drawing is a scaled architectural illustration that shows one vertical side of a building, presenting the external appearance, proportions, and finishes of walls, doors, windows, and other façade elements. Elevations provide a clear view of the building's exterior design, materials, and heights, enabling accurate construction, compliance with building regulations, and a comprehensive understanding of how the structure will appear in context.

4.10 Shadow Diagrams / Views from the Sun

A shadow diagram, sometimes referred to as a sun path, solar access diagram or views form the sun, is a visual representation that illustrates the pattern and extent of shadows cast by a building or structure at specific times of day and year. These diagrams are typically prepared for key seasonal dates, such as the solstices and equinoxes, and are crucial for assessing the impact of new developments on sunlight access for surrounding properties, outdoor spaces, and the building itself. Shadow diagrams assist designers and planners in evaluating compliance with planning requirements, optimising building orientation, and enhancing environmental quality by minimising overshadowing and maximising natural light.

4.11 Advertising Signage

An advertising signage plan is a specialised architectural drawing or document that outlines the design, location, size, and specifications of all proposed advertising signs for a development. This plan details the types of signage—such as wall signs, freestanding signs, illuminated displays, or digital boards—and their placement on the building or site, ensuring visibility, aesthetic compatibility, and compliance with relevant planning and regulatory requirements. It is essential for coordinating the integration of signage with the building's architecture and surrounding environment, supporting effective communication, branding, and wayfinding while maintaining visual harmony within the overall development.

4.12 External Colours and Finishes

An external colours and finishes plan is an architectural document that specifies the palette and material choices for a building's exterior. It details the colours, textures, and types of finishes applied to walls, roofs, doors, windows, and other façade elements, aiming to enhance aesthetic appeal, reflect design intent, and ensure contextual harmony with surrounding structures and landscapes. This plan supports cohesive visual outcomes, guides material selection during construction, and ensures compliance with planning guidelines or heritage requirements.

4.13 Photomontages

A photomontage is a visualisation tool that combines photographs of a site with digital renderings or images of a proposed development, creating a realistic composite view. This technique allows architects, planners, and stakeholders to assess how new structures or modifications will integrate with the existing environment. Photomontages are valuable for communicating design intent, evaluating visual impact, and supporting planning submissions by illustrating the anticipated final appearance from key public viewpoints.

4.14 3-D Modelling

A 3-D modelling plan is a digital architectural representation that depicts a proposed building or development in three dimensions, allowing for detailed visualisation of its form, spatial relationships, materials, and interaction with the site. These models facilitate comprehensive design analysis, stakeholder engagement, and decision-

making by providing a realistic portrayal of the project from multiple angles. 3-D modelling supports the refinement of architectural concepts, assists in identifying potential issues, and enhances communication with planning authorities, clients, and the public through immersive presentations.

4.15 Plant and Plant Rooms

A plant room plan is a specialised architectural or engineering drawing that outlines the design, layout, and specifications of spaces dedicated to housing mechanical, electrical, and plumbing (MEP) equipment within a building. These plans detail the arrangement and dimensions of plant rooms, indicating the placement of essential systems such as heating, ventilation, air conditioning (HVAC), boilers, pumps, electrical switchboards, and other service infrastructure. Plant room plans are crucial for ensuring safe access, efficient maintenance, and adequate ventilation of building services, while also facilitating compliance with regulatory standards and coordination with other design disciplines.

5. Landscaping

5.1 Landscape Design Plans

Landscape design plans are comprehensive architectural documents that outline the proposed arrangement and selection of external spaces and natural elements within a development site. These plans specify the placement of trees, shrubs, lawns, and hardscape features such as pathways, seating, and lighting, alongside details of soil preparation, irrigation, and grading. By integrating aesthetic considerations with practical requirements, landscape design plans aim to enhance environmental quality, visual coherence, and functionality. They serve as essential references for achieving sustainable site outcomes, guiding project implementation, and ensuring compliance with regulatory and environmental standards.

5.2 Landscape Sections

Landscape sections are detailed architectural drawings that represent a vertical cut-through of a landscape design, illustrating the relationship between various site elements in elevation. These sections provide a side-view perspective, revealing the arrangement and layering of natural and built features such as soil profiles, plantings, structures, pathways, gradients, and changes in ground level.

By depicting how different components interact across varying heights and depths, landscape sections clarify spatial relationships, demonstrate compliance with grading and drainage requirements, and highlight the interplay between soft and hardscape elements. They serve as essential tools for communicating design intent, guiding construction, and ensuring that the finished landscape will achieve its intended aesthetic, functional, and environmental goals. Landscape sections support the overall landscape design plan by offering a more comprehensive understanding of how proposed interventions will integrate within the broader site context, helping stakeholders visualize the finished environment and facilitating effective project implementation.

5.3 Planting Schedule

A planting schedule is a detailed document that accompanies landscape plans, specifying the types, quantities, sizes, and locations of plant species to be installed within a project. This schedule typically includes botanical and common names, pot sizes or maturity at planting, spacing requirements, and any special notes regarding planting methods or seasonal considerations. Serving as a practical guide for contractors and landscape teams, a planting schedule ensures that the intended design is implemented accurately and efficiently, supports biodiversity, and helps achieve the desired aesthetic and ecological outcomes for the site.

5.4 Landscape Implementation Report

A landscape implementation report is a comprehensive document that details the process and outcomes of executing a landscape design plan within a development project. It usually outlines the methodologies, materials, and timelines used during the construction and planting phases, and documents any variations or challenges encountered during implementation. This report serves as an official record to verify that the landscape works have been completed in accordance with the approved design plans, planting schedules, and regulatory requirements. By capturing site conditions, construction techniques, compliance with specifications, and any adjustments made on site, the landscape implementation report ensures transparency, supports ongoing maintenance, and provides a basis for evaluating the success of the project's landscape objectives.

5.5 Landscape Maintenance Report

A landscape maintenance report is a detailed document that records the ongoing care and management of landscaped areas following the completion of a development project. It typically outlines the maintenance activities performed, including irrigation, pruning, fertilisation, pest management, lawn care, and the replacement of plants or hardscape elements as needed. The report documents site conditions, assesses the health and vitality of plantings, and verifies that maintenance practices comply with the original landscape design objectives and any regulatory requirements. By providing a structured account of maintenance routines, challenges encountered, and remedial actions taken, the landscape maintenance report ensures transparency and supports sustained landscape quality. It serves as an essential reference for property managers, contractors, and relevant authorities, facilitating effective oversight, long-term stewardship, and the achievement of environmental and aesthetic goals for the site.

5.6 3 Year Landscaping Report

A 3 Year Landscaping Report is a comprehensive document that reviews and evaluates the condition, performance, and stewardship of landscaped areas over a three-year period following project completion. This report typically summarises maintenance activities undertaken, assesses the ongoing health and establishment of plantings, and identifies any issues or deviations from the original landscape design objectives. It documents remedial actions, replacement planting, and adaptations made in response to environmental factors or unforeseen challenges. The report also verifies compliance with regulatory and contractual requirements, serving as an official record for property owners, managers, and authorities. By providing an in-depth analysis of the landscape's development over time, a 3 Year Landscaping Report supports long-term landscape quality, sustainability, and the achievement of intended environmental and aesthetic outcomes.

6. Stormwater and Drainage

7.1 Drainage Plan (Stormwater)

Where developments result in stormwater runoff, detailed stormwater management plans are required. The submission requirements are contained in Council's Stormwater Drainage Specification for Building Developments.

Stormwater design is an important consideration in planning a development and should be considered prior to determination of the final building layout and landscaping treatment.

A concept Stormwater Management Plan (SMP), prepared by a suitably qualified person shall be submitted with the Development Application. The SMP shall include a site drainage plan prepared in accordance with the checklist in Appendix A of Council's Stormwater Drainage Specification for Building Developments. The SMP shall also address Council's Water Sensitive Urban Design Policy and Water Sensitive Urban Design Technical Guidelines.

7.2 Stormwater and Drainage Report

A Stormwater and Drainage Report may be required for major development; or if the site is subject to flooding from adjacent or on site drainage channels; or if the site is affected by drainage constraints; or if the development proposes to divert a natural or artificial drainage line (including overland flow paths).

For more information see Page 29 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

7.3 Site and Soil Assessment Report

A Site and Soil Assessment Report is required to be submitted for a new domestic 'Aerated Wastewater Treatment System' (AWTS) when:

- The buffer distances as referred to in the controls in the On Site Sewage Management subsection of Infrastructure and Services section are not provided; A subdivision application is being considered;
- The AWTS is proposed within an identified high risk area; e.g. when site slope exceeds 20% (refer to table in the On Site Sewage Management provisions of the Infrastructure and Services Section of this Plan); or
- An on-site SMS already exists on the site and a second system is proposed.

A Site and Soil Assessment Report is required to be submitted for all other types of on-site SMS. Section 4 of the 'Environmental and Health Protection Guidelines - On Site Sewage Management for Single Households' and AS/NZS 1547:2000 should be used as a guide. A model Site and Soil Assessment Report is included in Council's On-site Sewage Management and Greywater Reuse Policy.

7.4 On Site Detention Systems Report

An On Site Detention Systems Report is required for developments as specified in Council's Stormwater Drainage Specification for Building Developments. The system must be designed by a suitably qualified civil engineer and address the requirements of the DCP and Council's Stormwater Drainage Specification for Building Developments.

7. Engineering and Civil

7.1 Engineering and Civil Plans

Engineering plans are comprehensive technical documents that outline the design and specifications for civil, structural, and environmental infrastructure within a development. These plans are typically prepared by qualified engineers and detail essential aspects such as stormwater management systems, site grading, drainage, and the construction of roads or retaining walls. Their purpose is to ensure that all engineering requirements—whether related to site stability, water management, or the integration of new systems—are addressed in accordance with relevant standards and council policies. Accurate and thorough engineering plans are critical for effective project assessment, regulatory compliance, and the safe delivery of development works.

7.2 Geotechnical Investigation Report

A Geotechnical Investigation Report must be prepared by a suitably qualified consultant and is required where the existing slope on a site is greater than 15% (or the land is likely to be subject to any land stability issues); where on site effluent disposal is proposed (this may be addressed as part of the onsite effluent disposal supporting information); or where excavations are proposed that are likely to impact groundwater, including basement levels. A Geotechnical Report may be required for other applications due to the characteristics of the particular site or the scale or nature of the development.

The requirements for Geotechnical Reports vary greatly in scope and extent depending on the scale and type of development and the specific characteristics of the site.

For more information see Page 62 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

8. Flooding

8.1 Flood Impact Assessment Report (Flood Study)

A Flood Impact Assessment Report (Flood Study) will be required for any development on land which has been identified as fully or partially flood affected. The criteria provided in Page 51 of F3 DA Submission Requirements of the Penrith Development Control Plan 2014 can only be addressed and satisfied by the submission of a detailed Flood Study by an appropriate consulting engineer. The Flood Study would involve both hydrologic and hydraulic analysis of the watercourse and the effects of the proposed filling on flood levels, flow velocities and distribution of flows.

For more information see Page 47 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

9. Accessibility

9.1 Access and Adaptability Report

An Access and Adaptability Report demonstrates how the proposed development provides easy access and useable areas for everyone, and compliance with the Disability Discrimination Act 1992. An Access Report applies to development where disabled access is a requirement of the Disabilities Discrimination Act 1992, such as:

- housing for seniors or people with a disability
- residential flat buildings
- child care centres
- schools
- hospitals

10. Biodiversity and Vegetation Management

10.1. Arboricultural Impact Assessment

An Arboricultural Impact Assessment is a specialised report that evaluates the potential effects of proposed development on existing trees within or adjacent to a

site. This assessment identifies trees that may be impacted, details their condition and significance, and recommends strategies for their protection, retention, or removal. The purpose is to ensure that tree management aligns with environmental best practices and regulatory requirements, supporting both biodiversity and the long-term sustainability of green spaces within the development. By addressing these issues early in the planning process, the report aims to balance development needs with environmental stewardship.

10.2. Tree Protection Plan

A Tree Protection Plan is a specialised document prepared as part of the development process to ensure the safeguarding of trees within or adjacent to a proposed site. Its purpose is to identify which trees need protection, outline their current condition and significance, and recommend specific strategies to prevent damage during all phases of development. The plan typically details measures such as fencing, root protection zones, restrictions on machinery movement, and guidelines for pruning, watering, or other care. By implementing a Tree Protection Plan before any site works begin—including demolition, excavation, or large-scale rubbish removal—the development aims to balance construction needs with environmental stewardship. This proactive approach supports the preservation of significant trees, maintains local biodiversity, and ensures compliance with relevant environmental and planning regulations. Ultimately, a Tree Protection Plan helps safeguard the long-term sustainability and ecological value of green spaces within and around the development.

10.3 Tree Management Plan

Where trees are proposed to be or are required to be retained as a part of a development, the Arboricultural Survey Report should also provide a comprehensive Tree Management Plan.

The Tree Management Plan is to be in place PRIOR to commencement of any site works. Site works includes the demolition of existing structures or the entrance onto site of any machinery for excavation, demolition or large scale rubbish removal.

10.4 Biodiversity Development Assessment Report (BDAR)

A Biodiversity Assessment Report (BAR) may be required for a development that involves the clearing, removal or alteration of native vegetation/bushland and other

fauna habitats. The BAR identifies how the proponent proposes to avoid and minimise impacts, any potential impact that could be characterised as serious and irreversible (according to specified principles) and the offset obligation required to offset the likely biodiversity impacts of the development or clearing proposal (which is expressed in biodiversity credits).

The report must be prepared by a suitably qualified ecologist. Further information is available from the Office of Environment & Heritage at the following link: www.environment.nsw.gov.au/biodiversity/assessmentmethod

10.5 Flora and Fauna Assessment Report

A Flora and Fauna Assessment Report is a document prepared to evaluate the presence, condition, and significance of plant and animal species within a proposed development site. This report assesses the potential impacts of the development on native vegetation, wildlife habitats, and ecological communities. It typically includes a detailed field survey, identification of threatened species or ecological communities, and recommendations to avoid, minimise, or mitigate adverse effects. The report supports informed decision-making, promotes biodiversity conservation, and helps ensure compliance with environmental legislation and planning requirements.

10.6 Species Impact Statement

A Species Impact Statement is a specialised document required when a proposed development is likely to significantly affect threatened species, populations, or ecological communities, or their habitats. This statement provides a rigorous assessment of the potential impacts the development may have on such species, including an evaluation of the likelihood of harm or loss, the scale and nature of possible effects, and any proposed measures to avoid, minimise, or mitigate these impacts. The document typically involves thorough field surveys, expert analysis, and consultation with relevant legislation and conservation guidelines. Its purpose is to ensure informed decision-making, safeguard biodiversity, and support compliance with environmental protection laws.

10.7 Vegetation Management Plan

A Vegetation Management Plan (VMP) is a formal document prepared to guide the management, protection, and enhancement of native vegetation within a proposed

development site or an area subject to change. The primary purpose of a VMP is to ensure sustainable land use by addressing the conservation of existing vegetation, mitigating the impacts of development activities, and supporting biodiversity objectives in accordance with state environmental legislation and planning requirements. Typically, a Vegetation Management Plan will:

- Identify and map the existing native vegetation, including significant trees, understorey, and ground cover species;
- Assess the ecological value and condition of the vegetation;
- Outline strategies to retain, protect, and manage significant vegetation throughout all phases of development, from planning through construction to long-term site management;
- Address risks related to clearing, fragmentation, or degradation of vegetation, and propose measures to avoid, minimise, or offset these impacts;
- Include recommendations for revegetation, restoration, or enhancement of native plant communities;
- Ensure compliance with relevant NSW legislation such as the Biodiversity Conservation Act 2016 and local council requirements;
- Establish ongoing monitoring and reporting protocols to track the success of vegetation management efforts over time.

11. Bushfire

11.1 Bushire Threat Assessment Report

Development applications on bush fire prone land must be accompanied by a Bush Fire Assessment Report. The Bush Fire Treat Assessment Report must include all the information required by the Rural Fire Service's 2019 publication "Planning for Bush Fire Protection" (PBP).

For further information, visit:
https://www.rfs.nsw.gov.au/__data/assets/pdf_file/0005/174272/Planning-for-Bush-Fire-Protection-2019.pdf

In Addition, Applications that are considered to be integrated developments relate to the following uses under Section 100B of the Rural Fires Act 1997 and Section 47 of the Rural Fires Regulation 2022, including:

- A subdivision of bush fire prone land that could lawfully be used for residential or rural residential purposes, or

- Development of bush fire prone land for a special fire protection purpose. A special fire protection relates to:
    - Schools
    - Child care centres
    - Hospitals
    - Tourist accommodation
    - Establishments for mentally incapacitated persons
    - Seniors housing
    - Group homes
    - Retirement villages
    - Manufactured home estates
    - Sheltered workshop or workplace established for the purpose of employing persons with disabilities
    - Respite care centres
    - Student or staff accommodation for educational establishments
    - Community bush fire refuges

12. Contamination

12.1 Preliminary Contamination Investigation Report

The Preliminary Contamination Investigation Report should:

- Identify all past and present potentially contaminating activities;
- Identify potential contamination types;
- Discuss the site condition;
- Provide a preliminary assessment of site contamination; and
- Assess the need for further investigations.

An appraisal of the site history is fundamental to the preliminary assessment and may be used to assess potential site contamination. It is important to review and assess all relevant information about the site, including information obtained during a site inspection.

Where a complete site history clearly demonstrates that site activities have been noncontaminating, there may be no need for further investigation or site sampling.

However, where contaminating activities are suspected or known to have occurred, or if the site history is incomplete, it may be necessary to undertaken a preliminary sampling and analysis program to assess the need for a detailed site investigation.

12.2 Detailed Contamination Site Investigation

The Detailed Contamination Site Investigation Report should give comprehensive information on:

- Issues raised in the preliminary investigation;
- The type, extent and level of contamination;
- and assess:
- Contaminant dispersal in air, surface water, groundwater, soil and dust;
- The potential effects of contaminants on public health, the environment and building structures;
- Where applicable, off-site impacts on soil, sediment and biota; and
- The adequacy and completeness of all information available to be used in making decisions on remediation.

If the results of the detailed site investigation indicate that the site poses unacceptable risks to human health or the environment – on-site or off-site, and under either the present or the proposed land use – then a remedial action plan needs to be prepared and implemented, and development consent obtained for these works.

12.3 Site Remedial Action Plan

The Site Remedial Action Plan should:

- Set remediation goals that ensure the remediated site will be suitable for the proposed use and will pose no unacceptable risk to human health or to the environment;
- Document in detail all procedures and plans to be implemented to reduce risks to acceptable levels for the proposed site use;
- Establish the environmental safeguards required to complete the remediation in an environmentally acceptable manner; and
- Identify and include proof of the necessary approvals and licences required by regulatory authorities.

Once remedial work is complete, a report should be prepared detailing the site work conducted and regulatory decisions made.

12.4 Validation and Site Monitoring Report

Validation reporting

Where remedial action has been carried out, the site must be 'validated' to ensure that the objectives stated in the Remedial Action Plan have been achieved. A report detailing the results of the site validation is required.

The extent of validation required will depend on:

- The degree of contamination originally present;
- The type of remediation processes that have been carried out; and
- The proposed land use.

Validation must confirm statistically that the remediated site complies with the clean-up criteria set for the site. For guidance, see the NSW EPA's "Contaminated Sites Sampling Design Guidelines". Where applicable, the US EPA's "Methods for Evaluating the Attainment of Cleanup Standards" (1989) can also be used.

The Validation Report must assess the results of the post-remediation testing against the clean-up criteria stated in the Remedial Action Plan. Where targets have not been achieved, reasons must be stated and additional site work proposed to achieve the original Remedial Action Plan objectives.

The Validation Report should also include information confirming that all DECCW and other regulatory authorities' conditions and approvals have been met. In particular, documentary evidence is needed to confirm that any disposal of soil off-site is done in accordance with the Remedial Action Plan.

Ongoing site monitoring reporting

Where full clean-up is not feasible, or on-site containment of contamination is proposed, the need for an ongoing monitoring program should be assessed. If a monitoring program is needed, it should detail the proposed monitoring strategy, parameters to be monitored, monitoring locations, frequency of monitoring, and reporting requirements.

12.5 Site Audit (Contamination)

In determining applications for development, Council may require an independent review (Site Audit) of any or all stages of the site investigation, remediation or validation

process, conducted in accordance with the Contaminated Land Management Act ('CLM Act').

A Site Audit will lead to the provision of a Site Audit Statement, stating for what use the land is suitable, including any conditions that should be adhered to for that land use (e.g. to maintain capping). Only site auditors accredited by the DECCW under the CLM Act can issue site audit statements. A Site Audit Statement must be prepared in accordance with DECCW Guidelines for the NSW Site Auditor Scheme and must be in a prescribed form.

12.6 Chemical Use and Storage Report

A chemical use and storage report may be required if the development involves storage of chemicals on the site.

A chemical use and storage report will be required where chemicals are proposed to be stored on site or habitually used as part of a development which present a significant hazard to human health or the environment, and where those chemicals are required to be stored in quantities of greater than 100 litres.

For more information see Page 60 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

13. Environmental Management

13.1 Dust Suppression Plan

A Dust Suppression Plan is an essential part of controlling dust problems from agriculture, construction and extraction activities. A Dust Suppression Plan should identify potential for dust generation and the control measures to be implemented to minimise dust.

For more information see Page 63 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

13.2 Noise Impact Assessment (Acoustic Report)

Where a Noise Impact Statement, prepared by a suitably qualified acoustic consultant, is required, it should include:

- A description of the proposed development including plans and elevations. For rural development, this includes plans and elevations of any enclosures/external structures and descriptions of building construction and means of ventilation;
- Details of local topography, existing and proposed buildings and exposed or shielded situations which may affect the results, and any allowances made in this regard;
- Relevant legislation, standards, guidelines and policies that have been applied;
- Background noise measurements. For rural development, this includes details of existing daytime and night-time background levels and the means by which these levels were obtained;
- Details of instruments and methodology used for noise measurements;
- Noises level data for all major sources, in octave band levels where appropriate;
- A site map showing noise sources, measurements, locations and noise receivers;
- Noise criteria applied to the proposal;
- Noise predictions for the proposed activity;
- Consideration of any other significant or relevant acoustic information concerning the project;
- 1A comparison of noise predictions against noise criteria. Where appropriate, this should include a comparison of the predicted noise levels with the relevant design criteria at each potentially sensitive receiver location considered;
- A description of proposed mitigation measures, the resultant noise reduction likely, and an assessment of the feasibility and reasonableness of these measures;
- A statement of opinion confirming how compliance with acoustic criteria requirements can be practically achieved; and
- In situations where vibration is considered to be an issue, a suitable assessment of any vibration impacts.

13.4 Odour Management Plan

An Odour Management Plan identifies the range of measures to be used to minimise odour impacts. The factors contributing to odour generation are complex and vary according to the land use or industry producing the odour. Reference to industry specific guidelines and best practice is required. An Odour Management Plan should identify the potential for odour generation and impacts, and management protocols to minimise these.

For more information see Page 64 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

13.5 Plan of Management

A "plan of management" is a strategic document that outlines objectives, performance targets, and management strategies for a specific area or entity.

13.6 Salinity Analysis

A Salinity Analysis is required if the site has been identified as subject to a salinity hazard, or if a preliminary investigation has indicated that the site is, or is likely to be, affected by salinity.

Investigations and sampling for salinity are to be conducted in accordance with the requirements of "Site Investigations for Urban Salinity" (Department of Natural Resources). – See Office of Environment and Heritage

The author of the Salinity Analysis must sign off on the project on completion of works and submit this to Council prior to an Occupation Certificate being issued, if required.

For more information, visit https://www.heritage.nsw.gov.au/ and Page 48 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

13.7 Water Management Plan

Any application for a new industrial or rural land use that requires the consent of Council and will increase the water needs of a particular area must submit a Water Management Plan which:

- Estimates future water needs of the proposed development;
- Indicates the proposed water source to meet those needs; and
- Outlines water conservation measures to be implemented.

13.8 Wastewater Management (OSSM) Plan

A Wastewater Management Plan outlines the strategies and procedures for handling, treating, and disposing of wastewater generated by a proposed development. It is

typically required for applications involving new industrial or rural land uses that may impact local water resources or require council consent. The plan should ensure that all wastewater is managed in a way that protects public health, minimises environmental impact, and complies with relevant regulations. This includes identifying sources of wastewater, estimating expected volumes, proposing suitable treatment and disposal methods, and detailing measures for monitoring and maintenance. The Wastewater Management Plan serves as a crucial document to demonstrate that adequate systems are in place to manage wastewater sustainably throughout the life of the development.

13.9 Wastewater Management (OSSM) Report

A Wastewater Management Report provides a detailed account of the anticipated wastewater generation, handling, treatment, and disposal methods for a proposed development. Its purpose is to demonstrate how the project will effectively safeguard public health and minimize environmental impact by complying with all relevant regulations. The report typically identifies sources and expected volumes of wastewater, describes proposed treatment technologies, outlines disposal strategies, and sets forth procedures for ongoing monitoring and maintenance. Through this comprehensive documentation, the report assures authorities that robust and sustainable measures are in place to manage wastewater throughout the development's lifespan.

13.10 Landfill Validation Report

A Landfill Validation Report is a comprehensive document required to confirm that remediation or rehabilitation works at a former landfill or waste disposal site have been completed to the standards set by relevant environmental authorities. The report typically details site assessment findings, methods used for remediation, and results of contamination testing. It verifies that any residual contamination is within acceptable limits, outlines monitoring and maintenance requirements, and provides assurance that the site is suitable for its intended future use. Through thorough documentation and scientific analysis, a Landfill Validation Report is essential for demonstrating compliance, safeguarding public health, and ensuring environmental protection throughout and beyond the redevelopment process.

14. Heritage

14.1 Heritage Impact Statement

A Heritage Impact Statement considers the effect of the proposed development on the heritage significance of the site. These are to be undertaken by a suitably qualified consultant. A list of heritage consultants is available from the NSW Heritage Office.

Required for sites with identified heritage or archaeological significance. This includes heritage items/areas identified in the Development Control Plan, Local Environment Plan, or heritage review.

A heritage impact statement is applicable to a development application:

- For development that would affect a heritage item:
- For development that would be carried out in a heritage conservation area:
- For development that would affect a place of potential heritage significance:
- For development within the vicinity of a heritage item:

For more information, visit Heritage NSW at https://www.heritage.nsw.gov.au/ and Page 51 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

14.2 Heritage Conservation Management Plan

A Heritage Conservation Management Plan may be required where a proposal could affect the significance of a heritage item, heritage conservation area or place of potential heritage significance. A Conservation Management Plan guides the future development and management of a heritage item, place or area in a way that protects its heritage significance. It not only identifies a preferred use for the item, place or area but also how any proposed changes will be implemented so that the maximum heritage significance is retained. As such, it provides a framework for investigating, assessing and managing the heritage significance of heritage items, places or areas.

For more information see Page 53 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

14.3 Archival Record

Archival recording is required where demolition or partial demolition of a heritage item, a place within a heritage conservation area, or a potential place of heritage significance is proposed. The archival recording should be undertaken by a heritage consultant experienced in the preparation of an archival recording.

For more information see Page 54 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

14.4 Archaeological Assessment Report

Archaeological Assessment Reports should contain sufficient data to stand alone; support documents should be unnecessary. They should demonstrate the process and results, providing information in a format that is useful as reference material. Archaeology is a specialised field and many activities, including excavation, must be undertaken or supervised by a trained archaeologist.

For more information see Page 55 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

14.5 Aboriginal Cultural Heritage Archaeological Survey Report

An Aboriginal Cultural Heritage Archaeological Survey is required for development proposals on land identified as potentially archaeologically sensitive in the Culture and Heritage Section of this DCP. The Department of Environment, Climate Change and Water (DECCW) should be contacted for advice on survey needs and requirements. The following information is taken from the NSW National Parks and Wildlife Service "Aboriginal Cultural Heritage – Standards and Guidelines Kit" to provide an indication of the archaeological survey reporting requirements.

For more information see Page 55 of Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014 and Aboriginal Cultural Heritage – Standards and Guidelines Kit"

15. Infrastructure

15.1 Infrastructure Delivery Plan (IDP)

The preparation and submission of an Infrastructure Delivery Plan (IDP) is required for all new release areas. The IDP is required to identify all infrastructure, including civil works, utility services, community, social, cultural and recreational facilities, to service a new release area and establish a framework for its timely provision.

The IDP should include associated costing (including ongoing operating and maintenance costs) and estimated delivery timeframes for all infrastructure, with a commitment to providing services up front where they are required early in the life of new estates. Where possible, the IDP should demonstrate efficient use and/or extension of existing infrastructure. The IDP should explore opportunities for the delivery of innovative and sustainable infrastructure, services, facilities and networks with adherence to the principles of social justice, equity and accessibility. The IDP shall provide an accurate costing for all infrastructure to be provided and a delivery program with key pre-planning design and construction phases identified.
The IDP shall incorporate relevant apportionment of costs where it is agreed those will be shared with other providers. The IDP will form the basis for the development of Section 7.11 Contributions Plans and/or Development Agreements, as well as agreements required to be entered into with the State Government and its agencies for the delivery of regional based facilities.

For more information see Page 65 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

16. Social and Economic Impact

16.1 Social Impact Assessment

A Social Impact Assessment will be required for all major development types which are likely to have a significant social impact on the existing community. For example, large subdivisions (residential or rural residential) or large housing developments.

For more information see Page 65 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

16.2 Economic Impact Assessment

An Economic Impact Assessment will be required for all development which may have an economic impact on similar uses in the surrounding area, including major retail development (traditional or bulky goods) and child care centres over 40 places.

For more information see Page 65 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

17. Traffic and Transport

17.1 Traffic Impact Statement

A Traffic Impact Statement is a simplified process of identification and assessment of relevant traffic impacts of a development. A Traffic Impact Statement may be required for any development proposal where traffic generation and impacts are minor but have potential to adversely affect the surrounding areas. A Traffic Impact Statement may be prepared by anyone as long as it is of a suitable standard.

The information provided should reflect the size, type and location of the development as well as the relationship to surrounding developments and the adjacent transport network.

For more information see Page 37 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

17.2 Traffic and Parking Assessment Report

A Traffic and Parking Assessment Report is an intermediate level of investigation and assessment of relevant traffic impacts of a proposed development. Development proposals of a size or capacity detailed in Column 2 of Schedule 3 of State Environmental Planning Policy (Infrastructure) 2007 must be accompanied by a Traffic Report. Council may also require a Traffic Report for other development proposals whose scale, nature or type has potential to impact on transport and traffic.

The Traffic Report must detail the assessed impact of projected pedestrian, cycle and vehicular traffic associated with the proposal and include recommendations as to the extent and nature of the traffic facilities necessary to preserve or improve the safety and efficiency of the adjacent road system, especially on major roads.

The requirements for Traffic Studies and Reports are detailed in the NSW Roads and Traffic Authority "Guide to Traffic Generating Developments." The information provided should reflect the size, type and location of the development as well as the relationship to surrounding developments and the adjacent transport network. Reports should be prepared in accordance with the requirements of the "Guide to Traffic Generating Developments".

17.3 Transport Management and Accessibility Plan (TMAP)

A Transport Management and Accessibility Plan (TMAP) is required to be submitted for all major developments. A TMAP is a comprehensive assessment of the transport impacts of a major site development or re-development proposal. The TMAP must identify a package of appropriate transport measures (including infrastructure, services and demand management initiatives) for the proposed development, to manage the demand for travel to and from the development and reduce the demand for travel by private car and commercial vehicles. This should include maximising opportunities for public transport, cycleways and pedestrian paths that link to existing or planned community, recreational and business services and facilities.

The TMAP must be prepared by a suitably qualified and experienced person. The NSW Department of Transport and Roads and Traffic Authority's "Draft Interim Guidelines on Transport Management and Accessibility Plans" provides information of the requirements of TMAPs. The following information is taken from this document to provide an overview of the requirements for a TMAP.

18. Design Excellence

18.1 Urban Design Assessment Report

An Urban Design Assessment Report is a document that evaluates the urban design quality and contextual fit of a proposed development. It typically assesses how the project responds to its surroundings, including considerations of built form, public spaces, landscape integration, pedestrian connectivity, and overall visual impact. The report addresses principles such as human scale, legibility, streetscape character, and the contribution of the design to the local environment, ensuring the development aligns with relevant planning objectives and delivers positive outcomes for the community.

18.2 Design Verification Statement

A Design Verification Statement is a formal document prepared by a qualified design professional to confirm that a proposed development complies with relevant urban design principles, planning objectives, and statutory requirements. This statement typically addresses how the project achieves design excellence, relates appropriately to its context, and meets expectations for built form, public spaces, landscape integration, pedestrian connectivity, and visual quality. The Design Verification Statement demonstrates that the development aligns with the intent of planning controls and delivers positive outcomes for the community, serving as an assurance of the project's design quality and integrity.

18.3 Design Competition Strategy

An Architectural Design Competition Strategy is a structured framework that governs the planning, execution, and evaluation of a design competition for a proposed development. The aim is to foster design excellence, innovation, and contextual appropriateness, while ensuring a fair, transparent, and rigorous selection process. It is essential for delivering high-quality, contextually appropriate, and innovative built outcomes.

A design excellence strategy outlines how a proposal will achieve design excellence and sets out the details of the competition process. It should include:

- the aims of the competition
- a short description of the site and program
- the capital investment value of the development
- the planning framework
- an outline of the competition process including key dates
- how the process will meet the relevant planning controls and align with these guidelines
- the number of design teams required to participate
- the disciplines to be included within design teams
- how design teams will be selected
- the number of jurors
- an outline of the design integrity process.

18.4 Design Competition Brief

An Architectural Design Competition Brief describes the competition process in full and contains all the information the design teams will need to complete their design responses. The competition brief is usually produced by the competition manager and then reviewed and endorsed by the council or the Government Architect of NSW (GANSW). This ensures that the brief is suitable for the project and addresses all necessary considerations before its distribution to the design teams. In compiling the competition brief, the following items are generally addressed:

- Competition Details – Competition & Design Integrity process details, key dates, Jury member details, applicant & competition manager details.
- Competition Design Brief – Vision, principles, Planning framework and controls, site information, functional and technical briefs
- Submission requirements – Scope, Page & word count
- Governance Framework – Fees, scope of services, copyright and intellectual property rights, conflict of interest declaration.

18.5 Design Competition Jury Report

The competition report contains a summary of the competition process and documents the jury's decision including determination of the winner and the jury's recommendations. The competition report is usually prepared by the competition manager and reviewed and endorsed by all jury members. The competition report usually includes:

- a summary of the competition process and a copy of the competition brief
- feedback on each of the design responses, outlining the merits and the weaknesses
- nomination of one design response as the winner of the competition and the winning design team for the purposes of design integrity
- a statement that the winning design response has the potential to achieve design excellence
- the rationale for the choice of the winning design and the qualities and attributes that must be retained to achieve design excellence
- areas that require further design development to achieve design excellence
- any ongoing requirements of the design integrity process
- a statement confirming the competition process has been carried out in accordance with requirements of the relevant EPI.

18.6 Design Competition Waiver Authorisation

An Architectural Design Competition Waiver is a formal authorisation that exempts a proposed development from the requirement to undergo a design competition process. This waiver is typically granted under specific circumstances where it can be demonstrated that alternative strategies or processes will still achieve the intended outcomes of design excellence, innovation, and contextual appropriateness. The waiver provides flexibility within the planning framework, allowing for the progression of a project while ensuring that the core objectives of quality, fairness, and public benefit are maintained through alternative means, such as rigorous assessment or independent expert review.

18.7 Design Integrity Panel Report

Each meeting of the Design Integrity Panel (DIP) should be documented in a Design Integrity Report. A Design Integrity Panel Report is a formal document produced by the DIP who review a proposed development to ensure that it consistently upholds the principles of design excellence, contextual appropriateness, and alignment with planning objectives throughout all project stages. The report typically assesses how the development maintains its original design intent, quality, and integrity as it progresses from concept through to detailed design and construction. The report should include a statement confirming that the design retains or improves upon the design qualities exhibited in the competition-winning submission and retains the potential to achieve design excellence. The report should specify whether further DIP sessions are recommended. Specific reference to advice and recommendations from the competition report and earlier DIP meetings should be made in each subsequent design integrity report to ensure all matters are addressed. Design integrity reports are usually prepared by the competition manager and reviewed and endorsed by the DIP. The competition report and design integrity reports are submitted to the consent authority with the DA and may inform the assessment of the planning application.

19. Scenic and Landscape Values

19.1 Visual Impact Assessment

A Visual Impact Assessment is a systematic process used to evaluate the potential effects of a proposed development on the visual quality and character of its surrounding environment. This assessment considers how new structures, landscaping, and alterations may be perceived from key viewpoints, public spaces,

and sensitive areas. The goal is to identify, measure, and address any adverse impacts on scenic and landscape values, ensuring the design integrates harmoniously with its context and maintains or enhances visual amenity for the community.

20. Waste Management

22.1 Waste Management Plan

Waste Management Plans are required for any applications for demolition, construction or change of use of buildings for rural, residential, commercial or industrial development, or subdivision. This includes alterations or additions of over 50% of the existing buildings. Waste Management Plans are also required for applications for a Complying Development Certificate.

For more information see Page 30 Appendix F3 DA Submission Requirements of the Penrith Development Control Plan 2014.

- Waste Management Guidelines for Multi-Unit Dwellings https://www.penrithcity.nsw.gov.au/images/guideline_document_multi_unit_dwellings.pdf
- Waste Management Guidelines for Residential Subdivisions https://www.penrithcity.nsw.gov.au/images/documents/building-development/planning-zoning/planning-controls/Waste_Management_Guidelines_Residential_Subdivisions.pdf
- Waste Management Guidelines for Residential Flat Buildings https://www.penrithcity.nsw.gov.au/images/documents/building-development/planning-zoning/planning-controls/Waste_Management_Guidelines_Residential_Flat_Buildings.pdf
- Waste Management Guidelines for Industrial, Commercial and Mixed-Use https://www.penrithcity.nsw.gov.au/images/documents/building-development/planning-zoning/planning-controls/waste_management_guidelines_industrial_commercial_mixed_usepdf.pdf
- Guidelines for Automated Waste Collection Systems https://www.penrithcity.nsw.gov.au/images/documents/building-development/planning-zoning/planning-controls/Waste_Management_Guidelines_Waste_Collection_Systems.pdf