DEVELOPMENT APPLICATION

DAP APPLICATION CHECKLIST

City of Wanneroo
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This checklist is applicable to all DAP Form 1 Applications.

All development applications must be accompanied by a completed checklist. Incomplete applications will not be accepted and will be returned to the applicant with a list of outstanding items.

For all DAP Form 2 applications, it is recommended that you consult with the City prior to the lodgement of your application to determine what information is required to be submitted in support of your application.

Required Information[1]	Submitted Please tick
Application Forms	
DAP Form 1 • Parts B/C of DAP Form 1 to be completed in presence of both Applicant and City of Wanneroo Planning Officer.	
City of Wanneroo Application for Approval to Commence Development form	
Metropolitan Region Scheme Form 1 • Only if approval under the MRS is required.	
Certificate of Title • Correct details provided and is less than 6 months old.	
Development Plans (Electronic required, hardcopy optional)	
Site Plan	
Floor Plan	
Elevations	
Sectional diagrams where necessary to demonstrate functionality, multiple levels/floors and changes in topography	
3D perspectives where necessary to demonstrate built form and scale	
Signage	
Landscaping plan: • Detailing the minimum 8% landscaping, species list, quantities and planting densities; and • Verge treatments.	
Supporting Information (Electronic required, hardcopy optional)[2]	
Cover Letter/Report • Outlining proposal and justifying any variations.	
Design Review Panel • A table addressing how the design review panel comments have or have not been addressed and any modifications made (as per LPP 4.23).	
Traffic Assessment • Traffic assessment in accordance with *WAPC's Transport Assessment Guidelines (Volume 4, Appendix A);* • A Transport Impact Statement (TIS) is required where a development will generate between 10 and 100 vehicle trips in the peak hour; **and** A Transport Impact Assessment (TIA) is required where a development will generate more than 100 vehicle trips in the peak hour (see table below);	

Table 1: Level of TIA required by land use and size

LAND USE	MODERATE IMPACT Transport Impact Statement required 10 – 100 vehicle trips in the peak hour	HIGH IMPACT Transport Impact Assessment required > 100 vehicle trips in the peak hour
Residential	10–100 dwellings	>100 dwellings
Schools	10–100 students	>100 students
Entertainment venues, restaurants, etc.	100–1000 persons (seats) OR 200–2000 m² gross floor area	>1000 persons (seats) OR >2000 m² gross floor area
Fast food restaurants	50–500 m² gross floor area	>500 m² gross floor area
Food retail /Shopping centres with a significant food retail content	100–1000 m² gross floor area	>1000 m² gross floor area
Non-food retail	250–2500 m² gross floor area	>2500 m² gross floor area
Offices	500–5000 m² gross floor area	>5000 m² gross floor area
Service Station*	1–7 refuelling positions	>7 refuelling positions
Industrial/Warehouse	1000–10,000 m² gross floor area	>10,000 m² gross floor area
Other Uses	Discuss with approving authority	Discuss with approving authority

* Service Stations generally rely on very high levels of passing trade, and do not normally require a full TIA. Impacts are usually limited to the access points and the nearest significant intersection, however, some may be coupled with other land uses.

- Transport Impact Assessment checklist needs to completed and submitted with JDAP Application; found on the City's website, and needs to specifically refer to daily and peak traffic volumes; and
- **SIDRA files** must be provided with the documentation.

Stormwater Management Plan

- Including the location and number of soakwells, and the provision of stormwater calculations to demonstrate that onsite stormwater storage can accommodate 1% AEP, as per the City's Development Design Specification WD5.

BAL Assessment

- A bushfire attack level (BAL) Assessment is required if the site is located in a Bushfire Prone Area and is not subject to a Bushfire Management Plan with a BAL Contour Map.

In addition to a BAL assessment, a Bushfire Management Plan is required where:

- A vulnerable land use achieves a BAL rating of BAL 12.5 or greater; and
- Habitable development proposes a BAL rating of BAL 29 or greater.

Bushfire Evacuation Plan (where required)

- Where a vulnerable land use achieves a BAL rating of BAL 12.5 or greater; or
- Where in the opinion of the City, the proposed development poses evacuation challenges.

Waste Management Plan

Required where the proposal satisfies any of the following:

- Consists of five or more grouped dwellings;
- Consists of Multiple Dwellings;
- Is a mixed use development;
- Where the development relates to the use of or creation of hazardous waste; or
- Where in the opinion of the City, the development may pose waste collection challenges.

Acoustic Report

- If the development is likely to impact on adjoining/nearby noise sensitive land uses as a result of noise generated from the proposal.
- If the development will be impacted by road or rail in accordance with State Planning Policy 5.4: Road and Rail Noise.

Fees

DAP application fee provided, as per with *Planning and Development (Development Assessment Panels) Amendment Regulations 2015*

City of Wanneroo development application fee, as per fee schedule.

Note 1: Please discuss the requirements for submission of technical reports with the Duty Planner on 9405 5000 before submitting your application.

Note 2: The City may request additional information that is not listed in this checklist during the assessment of the application.

Applicant declaration

I, _____ confirm that I have provided all of the information outlined above with my application. I am aware the City will review the information submitted and may seek clarification or further information before the application is accepted for processing.

Signed: _____ Date: _____