

# Design Review Panel Application Referral Form (internal use only)

Proposal Details	
Address:	
Brief description of proposal: (include land use and compliance with relevant Policy and Scheme requirements)	
<u>Policy:</u>	
<u>Scheme:</u>	
Referral stage: Before D/A <input type="checkbox"/> After Formal D/A <input type="checkbox"/> Reconsideration <input type="checkbox"/>	
D/A Reference:	If reconsideration, previous DRP Meeting date/s:

Applicant Details (if different from owner)	
Name/Company:	
Address:	
Contact person/s:	
Email	Contact Telephone No:
Signature:	Date:

Owner Details	
Name/s:	
Address:	
Contact Person/s:	
Email:	Contact Telephone No:
Signature/s:	Date:



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Document Checklist	
This application referral form is to be accompanied by the following information showing all relevant dimensions and to a scale of 1:100 or 1:200	
Site plan, Floor plan, elevation plan <input type="checkbox"/>	Streetscape perspective/s* <input type="checkbox"/>
Car parking and access/egress locations <input type="checkbox"/>	Overshadowing plan <input type="checkbox"/>
Details of materials and finishes <input type="checkbox"/>	3D modelling (if available) <input type="checkbox"/>
Summary of amendments to previous advice (if applicable) <input type="checkbox"/>	

\* Streetscape perspective/s to show development in context with adjoining built form on either side of development site (if applicable).

Notes	
1	The Design Review Panel acts in an advisory role and therefore provides advice only. It is not to be implied that the advice provided necessarily means that a planning approval has or will be granted.
2	On receipt of a formal development application, the advice provided by the Panel will be conveyed to the decision-maker and taken into consideration during the planning assessment.
3	Prior to presenting your proposal to the Design Review Panel, it is recommended that you familiarise yourself with 'A Proponents Guide for Presenting to the Design Review Panel' which is available to view on the City's website.

D17/126821

August 2017