

# Development Application Checklist

## DAMS – BUILDING, EXPANDING OR ALTERING



The following information is required to enable an initial review and acceptance of your Application for Development Approval. The City may request further details during the formal assessment process.

### Enquiries & Lodgement

- Phone:** Call Planning Services direct on 9781 1731  
**Online:** [city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)  
**In person:** City of Busselton Administration Building – 2 Southern Drive, Busselton  
**By Post:** Locked Bag 1, Busselton WA 6280

Information	When is it required?	Provided (Please tick)
<b>Application for Development Approval Form</b> <ul style="list-style-type: none"> <li>- All landowners must sign the <a href="#">form</a>.</li> <li>- Where the property is owned by a company, provide a copy of the ASIC company registration showing that the signatory is permitted to sign on behalf of that company.</li> </ul>	Always	<input type="checkbox"/>
<b>Current Copy of the Certificate of Title</b> <ul style="list-style-type: none"> <li>- Available to purchase from <a href="#">Landgate</a>.</li> <li>- Should there be any Caveats, Covenants, Notifications or Easements on the Title, please provide a copy of these also.</li> </ul>	Always	<input type="checkbox"/>
<b>Covering Letter / Environmental Report / Geotechnical Report:</b> <ul style="list-style-type: none"> <li>- Detailed description of the existing land use and the purpose of the dam, including annual water requirements;</li> <li>- Location and storage capacity of the dam;</li> <li>- Details on the method of catching water for storage in the dam;</li> <li>- Details of any relevant waterways or impact on catchment flows; and</li> <li>- Details of any remnant vegetation to be removed for the purpose of dam construction.</li> </ul>	Always	<input type="checkbox"/>
<b>Location Plan and Site Plan:</b> <ul style="list-style-type: none"> <li>- Street and lot number and road name;</li> <li>- North point;</li> <li>- Access points, driveway and/or right of way access;</li> <li>- Boundary and lot dimensions;</li> <li>- Details of any existing buildings on the land;</li> <li>- Contoured topography of the site and surrounds;</li> <li>- Location of proposed dam and setbacks to boundaries;</li> <li>- Existing vegetation;</li> <li>- Existing and surrounding watercourses, dams and wetlands.</li> </ul>	Always	<input type="checkbox"/>
<b>Specifications of the Dam Design:</b> <ul style="list-style-type: none"> <li>- Dam capacity including depth and dimensions;</li> <li>- Details of outlet pipes/overflow treatment;</li> <li>- Details of batter slopes;</li> <li>- Cross section view of the dam drawn to scale;</li> <li>- Proposed method of bypassing summer flows if constructed on stream; and</li> <li>- Whether the dam will be surface lined or not.</li> </ul>	Always	<input type="checkbox"/>

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<p><b>Revegetation Plan / Landscaping Plan:</b></p> <ul style="list-style-type: none"><li>- Detailed site plan highlighting areas to be revegetated or landscaped (including species list, planting distance, planting season);</li><li>- Proposed usage and location of excavated material; and</li><li>- Flora/fauna report required for sensitive environmental areas (dependent on advice from planning officer).</li></ul>	Always	<input type="checkbox"/>
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