



provenance

HUNTLY - BENDIGO

Design Approval Application Form

Completion of this forms indicates you have included all required information in your Design Approval Submission Package, ready for review by the Provenance Design Review Panel. Unsuccessful submissions will need to be modified and resubmitted to meet the expected standard.

Property Details:

Lot No

Street name:

Suburb:

Owner Details:

Name:

Address:

Phone:

Email:

Applicant Details:

Name

Company (if applicable):

Address:

Phone:

Email:

Submission Checklist

Documentation required to be submitted for approval to PDRP. Note: All the items below to be provided in A3 format to pdrp@provenancebendigo.com

- **This Submission checklist** completed with design approval application

- **Site Plan** (scale 1:100, 1:200) indicating: date, reference number of drawing, north point, lot boundaries, title boundaries and set out locations, building footprint, slab levels, site contours, site levels, building setback dimensions (from boundaries), location of driveway and crossover, location of fencing and gates, location of retaining walls (where applicable), location of swimming pool (where applicable), location of services (hot water service, water tanks, air conditioning), BAL rating, location of all outbuildings

- **Floor plan/s** (scale 1:100, 1:200) indicating: date, reference number of drawing, north point, finished floor levels, all internal rooms and spaces, internal floor area, internal garage area, smart wired in accordance with NBN requirements, garage dimensions, site coverage, site permeability

- **All elevation plan/s** (scale 1:100, 1:200) indicating: date, reference number of drawing, natural ground level, finished ground level, building heights relative to ground level, materials and finishes, roof pitch and materials, eaves depth, location of services (hot water, water tanks, air conditioning etc)

- **Sections plan/s** (scale 1:100, 1:200) indicating: date, reference number of drawing, natural ground level, finished ground level, cut and fill levels, ceiling heights, building heights relative to ground level, materials and finishes, roof pitch and materials

- **Landscape plan/s** (scale 1:100, 1:200) indicating: date, reference number of drawing, north point, driveway materials and finishes, entry path, fencing line, materials and colours in accordance with fencing guidelines, established tree locations, schedule of plant species, clothes line location, hot water service location, water tank location, letterbox location

- **Schedule** of all buildings facades colours and materials, all roof colours and materials, all fencing finishes and colours; supply either a coloured photocopy of colour sample chips or coloured elevations for checking by the PDRP

The PDRP will endeavour to assess proposals in the shortest possible time generally within ten working days of receipt of a compliant application, if all of the above documentation is provided. The Design Approval Form and checklist is part of the design approval process and must be completed when submitting to the PDRP. Delays will occur if the checklist and or the required information is not provided or is incomplete. It is the responsibility of the owner and the owner's agent (builder or designer) to ensure complete documentation; no responsibility will be accepted by the PDRP for incomplete submissions.

Applications cannot be assessed until all of the above information provided. The PDRP also reserves the right to request further information.

Please submit the above documentation to: pdrp@provenancebendigo.com

Official Use Only:

Accepting Officer's Initials:

Date Received:

Reference No:

Disclaimer: Design approval from PDRP does not exempt the plans from any building or statutory regulations.

Approval by the PDRP does not infer compliance under the Building Regulations of Victoria and the City of

Greater Bendigo Planning Scheme.