



NORWEST ASSOCIATION LIMITED
Property Development Guidelines

Norwest Association Limited
 ACN 003 443 883

Suite 402, 5 Celebration Drive
 Norwest Business Park
 Bella Vista NSW 2153

Telephone (02) 8824 9821
 Facsimile (02) 8824 8497

Application Form and Checklist

This Form and Checklist is made available to applicants preparing a Development Application (DA) for submission to Norwest Association Limited. It is intended to include significant qualitative issues from the Norwest Master Scheme which fall within the terms of reference for comment by the Norwest Planning and Design Review Panel.

Applicants should note that the Development Application should address all the requirements of Baulkham Hills Shire Council for such applications and that the prior submission to Norwest Association Limited is for the purposes of review as set out in the Norwest Master Scheme.

Applicants should check off each of the items listed and attach appropriate comment as indicated if the application does not comply with the individual Master Scheme items.

APPLICANT/COMPANY	
I hereby apply for review by Norwest Association of the attached Development Application, prior to submission of the application to Baulkham Hills Shire Council:	
Name	
Address	
Date	Signed
PROJECT DETAILS	Office Use Only
Description	DA No.
	Fees
	Date Received
	Receipt No.
Location	Date Submitted
	Date Approved

NORWEST ASSOCIATION	
Documentation required for lodgement of Development Application for review by the Association prior to submission to Council:	
1. One copy of the completed BHSC Development Application form and this Application Form and Checklist	
2. Two copies of supporting written description of the proposal or Statement of Environmental Effects depending upon the size of the project	
3. Two large sets (A1 size) and two small sets (A3 size) of DA plans Minor applications may only require A3 plans to be submitted.	
4. Completed Norwest Association Property Guidelines Checklist Details in 2 and 3 above to address all items in the Checklist	
5. The Land Owner's or Body Corporate Consent to the Application	
6. Norwest Association Application Fees See Fee Schedule – Cheques to be made out to Norwest Association Limited	
7. One electronic version of written documentation and plans in pdf format	
BAULKHAM HILLS SHIRE COUNCIL	
Development Application documentation required by Council for proposed development at Norwest Business Park:	
1. Drawings of the number and type required by Council, one set stamped and approved by the Norwest Association – see 4 below	
2. Completed BHSC form with appropriate development application fee	
3. Owners consent	
4. Plans stamped and approved by the Association	
5. Copy of written recommendation of approval from the Norwest Association to the applicant	

Significant Qualitative Issues from Norwest Property Development Guidelines

ITEM No.	CATEGORY	MASTER SCHEME SECTION	APPLICANT USE COMPLIES			BHSC USE COMPLIES		
			Yes	No	See Attached	Yes	No	See Report
	Site Standards							
1	Loading & Services Areas	15.7						
2	Outside Storage	15.7.1						
3	Car Parking	16						
4	Access Locations & Internal driveways	16.5						
5	External wall materials & finishes	17.2						
6	Glass Reflectivity	17.2						
7	Roof materials, pitch, mounted services	17.2						
8	Building Orientation & siting	17.2						
9	Fencing	17.2						
	Landscaping							
10	Preparation of Plans	18.1, 18.1.3, 18.2						
11	Protection of Planting	18.1.1, 18.1.2						
12	Irrigation	18.1.4						
13	Services	18.1.5						
14	Plant Specifications	18.2, 18.2.1						
15	Car Parks	18.3						
16	Landscape Furniture	18.3.1						
17	Landscape Management & Maintenance	18.1						
	Engineering							
18	Vehicular Access	19.1						
19	Diveways	19.1.1						
20	Private Roads	19.1.2						
21	Intersections	19.1.3						
22	Paving Materials	19.1.4						
23	Hardstanding Areas	19.2						
24	Car Parking	19.2.1						
25	Loading Docks	19.2.2						
26	Refuse Storage & Collection	19.2.3						
27	Drainage & Water Management	19.3						
28	Utility Services	19.4						
29	Building & Site Construction Controls	19.5						

ITEM No.	CATEGORY	MASTER SCHEME SECTION	APPLICANT USE COMPLIES			BHSC USE COMPLIES		
			Yes	No	See Attached	Yes	No	See Report
	Signage & Lighting							
30	General Requirements	20.3						
31	Design Standards	20.4						
32	Prohibited Signs	20.5						
33	Temporary Signs	20.10						
34	Building Identification	20.11						
35	Lighting & Spotlighting	20.13						
Other Significant Development Controls								
Baulkham Hills Local Environmental Plan 2005 (as amended)		Zoning and permissibility						
36	Is the development Designated Development under the EPA Act 1979?							
	Yes	No						
Baulkham Hills Development Control Plan Part E Section 14 – Norwest Business Park		DCP Ref.	Yes	No	See Attached	Yes	No	See Report
37	Setbacks	2.2.4/2.3.3						
38	Floor Space Ratio	2.2.3/2.3.2						
39	Building Height	2.2.5/2.3.4						
40	Site Coverage	2.2.2						
41	Car Parking	2.4.11						
42	Subdivision Standards	2.2.1/2.3.1						