

## 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 The 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 The 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 <b>The Hills Shire Council Development Application form</b> 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<br>Minor applications may only require A3 plans to be submitted.        |  |
| 4. Completed Norwest Association Property Guidelines Checklist<br>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<br>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,<br>18.1.3,<br>18.2 |                        |    |              |                   |    |            |
| 11       | Protection of Planting                  | 18.1.1,<br>18.1.2        |                        |    |              |                   |    |            |
| 12       | Irrigation                              | 18.1.4                   |                        |    |              |                   |    |            |
| 13       | Services                                | 18.1.5                   |                        |    |              |                   |    |            |
| 14       | Plant Specifications                    | 18.2,<br>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               |                        |    |              |                   |    |            |