

**ENGINEERING DEVELOPMENT  
CONTROL**



## COMPLIANCE CHECKLIST FOR SUBDIVISION DRAWING SUBMISSIONS

<b>NAME OF SUBDIVISION:</b>	<b>WAPC REF NO:</b>
<b>STAGE:</b>	<b>CITY REF NO:</b>
<b>CONSULTING CIVIL ENGINEER:</b>	<b>DATE:</b>
<b>DEVELOPER:</b>	<b>DATE:</b>

**City of Busselton requires the following:**

**The checklist must be completed, signed, and dated by the Consulting Engineer. The checklist must be submitted with the final and 100% complete drawing submissions.**

**The Consulting Engineer is to fill out all listed items. Where marked no or not applicable, comments are to be provided.**

**City of Busselton reserves the right to not accept the drawings and documentation if the checklist requirements are not met to the City's satisfaction.**

NO.	DETAILS	YES	NO	N/A	COMMENTS / ACTIONS
1	Transmittal document has listed all the items sent to the City of Busselton.				
2	Drawings/documents submitted to comply with requirements set out in the City's Engineering Technical Standards and Specifications – Section 2. (Including Precalculation Plan and Survey Plan showing trees)				
3	All drawings are final, complete, and signed approved by a practicing civil engineer.				
4	Certification that each of the relevant WAPC subdivision conditions have been satisfied. Where planning conditions have not been satisfied, additional explanation is required.				
5	All management plans required by WAPC conditions are provided.				
6	Drainage design is in accordance with the approved UWMP.				

**All Communications to:**

T (08) 9781 0444

Locked Bag 1 Busselton WA 6280

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NO.	DETAILS	YES	NO	N/A	COMMENTS / ACTIONS
7	Drainage catchment plan and calculations are included.				
8	Drainage easements – are required for all drainage infrastructure located on private property or balance of title.				
9	Details of uniform fencing as required in WAPC conditions are provided.				
10	Bin Pads – to be provided at the road edge for properties with limited/no frontage to roads. Examples are properties serviced via battle-axe access.				
11	Footpaths to be designed as per DGP/DLAP.				
12	Signs and line marking plan, if required, to be endorsed by Main Roads.				
13	Access control (bollards, gates, barrier kerbs etc.) to be installed at PAW's/SFB's and adjacent to reserves, where applicable.				
14	Street lighting design and certification in accordance with the City's Engineering Technical Standards and Specifications – Section 2 and AS 1158. Lux contour plan is provided.				
15	A staging plan is provided.				
16	Masonry and retaining walls – All structural certification provided.				
17	A sediment management plan where applicable. If not included, provide explanation why it is not applicable.				
18	Geotech report including road pavement design calculations provided.				

**CHECKED AND VERIFIED BY:**

<b>CONSULTANT</b>	<b>NAME:</b>	<b>TITLE:</b>
	<b>SIGNATURE:</b>	<b>DATE:</b>

**Legend:**

- UWMP – Urban Water Management Plan
- DGP – Development Guide Plan
- DLAP – Detailed Local Area Plan
- PAW – Pedestrian Access Way
- SFB – Strategic Fire Break
- WAPC – Western Australian Planning Commission
- NER – National Engineers Register

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