

Urban Design Panel Application

Applicant Details

Name of Applicant:	
Contact Person (if different from above):	
Date:	
Address for Service:	
Phone:	E-mail:

Project Details

Name of Project:	
Project Address:	
Legal Description:	Site Area:
Project Team Members who will attend the Panel Hearing:	
Description of Project (<i>give details</i>):	
* Note: Any additional information should be submitted on a separate sheet(s).	

Specific Information Required

Please ensure your application is complete. Applicants are requested to advise the panel administrator at least 15 working days before a meeting of their intention to make a presentation to the panel. Please provide an electronic version of the following to the administrator at least 2 working days beforehand. **PLEASE NOTE all documents must:**

- **Be submitted electronically in one combined PDF file.**
- **Drawings to be scaled to A3 size only.**
- **All drawings should have a clear title (i.e. each page).**

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| ☐ A completed panel application form.
☐ Aerial (1:1000 min. scale) of the site and surrounding area.
☐ Ground level photos of the site and surrounding properties.
☐ Site and floor plans of the development.
☐ Elevation plans of the development.
☐ Landscaping and parking plans.
☐ A plan showing pedestrian and vehicle access into and through the site.
☐ A list of the main materials, colours and textures to be used.
☐ Perspective(s) at key surrounding streets or public spaces which show the proposal in its neighbourhood context. (Simple sketches or wire frames are acceptable.)
☐ A design rationale which explains why the project has been designed in a certain way. |
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