

## Robinsons Rise Assessment Panel (RRAP) Design Approval, Application Form & Checklist

LOT NO: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

OWNERS NAME: \_\_\_\_\_

MOBILE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

CURRENT POSTAL ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

BUILDER: \_\_\_\_\_

CONTACT NAME & NUMBER: \_\_\_\_\_

MOBILE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

### SUBMISSION CHECKLIST

Documentation required to be submitted for approval to RRAP.

Note: All the items below to be provided in A3 format to **designrrr@miravor.com.au**

- ☐ **This Submission checklist** completed with design approval application
- ☐ **Site Plan** (scale 1:200) indicating: date, reference number of drawing, north point, building envelope, lot area calculation, habitable dwelling area calculation, home positioned on the lot with dimensions and setbacks from all boundaries, outbuildings, crossover and driveway location, clothes line, letterbox, water tank and capacity, and pool position if applicable, extent of earthworks – cut and fill, retaining walls and batters.
- ☐ **Floor plan/s** (scale 1:100) indicating: date, reference number of drawing, north point, dwelling area calculation indicating all rooms, windows, and external doors & dimensions, external fixtures and nominated floor levels, position of air conditioning, solar units, satellite dishes along with the position of the meter box for the fibre optic supply.
- ☐ **All elevation plan/s** (scale 1:100) indicating: date, reference number of drawing, all wall heights and external finishes including garage door type, roof pitch, eaves depth, air conditioning unit, solar units, water tanks and all external building such as garden sheds, pergolas, bbq's etc. Relevant cross sections showing height of walls on boundaries; cut and fill details, including retaining walls and driveways gradient where applicable should also be included.

- ☐ **Landscape plan/s** (scale 1:100) indicating: date, reference number of drawing, north point, proposed earth works, planting schedule inclusive of the minimum number of native trees to the front garden (refer to your design guidelines) boundary fencing, water tank/s retaining walls and materials including dimensions. Proposed driveways and paths materials and gradients, out buildings and pools if applicable. Decks, pergola's and other similar structure are to be included.
- ☐ **Fence plan** details included to comply with the design guidelines
- ☐ **Schedule** of external colours and materials; supply either a coloured photocopy of colour sample chips or coloured elevations for checking by the RRAP.
- ☐ **Proposed Energy rating** for the dwelling.

The RRAP will endeavour to assess proposals in the shortest possible time generally within ten – fourteen 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 RRAP. 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 RRAP for incomplete submissions.

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

Please submit the above documentation to: **designrr@miravor.com.au**

## DESIGN APPROVAL

- |   |                    |
|---|--------------------|
| <input type="checkbox"/> Approved                     | <u>Date:</u> _____ |
| <input type="checkbox"/> Approved with comments       | <u>Date:</u> _____ |
| <input type="checkbox"/> Further information required | <u>Date:</u> _____ |
| <input type="checkbox"/> Not Approved                 | <u>Date:</u> _____ |

## NOTES

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Disclaimer: Design approval from RRAP does not exempt the plans from any building or statutory regulations. Approval by the RRAP does not infer compliance under the National Construction Code of Australia, nor other applicable planning or building regulations.