

Appendix 2 – Cost Summary Report Template

The genuine cost of the development proposed in a development application should include costs based on industry recognised prices, including cost for materials and labour for construction and/or demolition and GST. If the estimate is understated, the figure will need to be adjusted. Additional application fees may then be incurred.

Various commercial entities publish building and construction cost guides/calculators which can be referenced. The Australian Institute of Quantity Surveyors provides technical guidance on estimating costs and methods of measurement in the Australian Cost Management Manuals.

1. General Project Information

General Project Information		
Development Name		
Development Address		
Description of Works		
Total Site Area	Gross floor area (commercial)	m ²
	Gross floor area (residential)	m ²
	Gross floor area (retail)	m ²
	Gross floor area (industrial)	m ²
	Gross floor area (other)	m ²
Parking	Gross floor area (parking)	m ²
	Number of parking spaces	
Demolition Works		m ²
Other Works		

2. Estimate Cost of Works

Attach either Table 1 or Table 2 below. If the development is over \$1,000,000, a Quantity Surveyor's Report prepared by a registered Quantity shall be attached verifying the cost of the development.

Table 1: COST SUMMARY REPORT TEMPLATE – Based on Works Component

Cost (applicant's genuine estimate)	
Demolition works (including cost of removal from site and disposal)	\$
Site preparation (e.g. clearing vegetation, decontamination or remediation)	\$
Excavation or dredging including shoring, tanking, filling and waterproofing	\$
Preliminaries (e.g. scaffolding, hoarding, fencing, site sheds, delivery of materials, waste management)	\$
Building construction and engineering costs <ul style="list-style-type: none"> • concrete, brickwork, plastering • steelwork/metal works • carpentry/joinery • windows and doors • roofing 	\$
Internal services (e.g. plumbing, electrics, air conditioning, mechanical, fire protection, plant, lifts)	\$
Internal fit out (e.g. flooring, wall finishing, fittings, fixtures, bathrooms, and equipment)	\$
Other structures (e.g. landscaping, retaining walls, driveways, parking, boating facilities, loading area, pools)	\$
External services (e.g. gas, telecommunications, water, sewerage, drains, electricity to mains)	\$
Professional fees (e.g. architects and consultant fees, excluding fees associated with non-construction components)	\$
Other (specify)	\$
Parking / garaging area	\$
GST	\$
TOTAL	\$

I certify that:

- I have provided the estimated costs of the proposed development and that those costs are based on industry recognised prices; and
- the estimated costs have been prepared having regard to the matters set out in clause 255 of the *Environmental Planning and Assessment Regulation 2000*

Applicant Name: (print name)	Applicant signature:	Date:
	x	

OR

Table 2: COST SUMMARY REPORT TEMPLATE – Based on Floor Space Estimates

	Floor space of development	\$ Rate per m ²
DEMOLITION & SITE PREPARATION	/m ² of site area	\$
EXCAVATION	/m ² of site area	\$
CONSTRUCTION Commercial	/m ² of commercial area	\$
CONSTRUCTION Residential	/m ² of residential area	\$
CONSTRUCTION Retail	/m ² of retail area	\$
CONSTRUCTION Industrial	/m ² of industrial area	\$
CONSTRUCTION Other	/m ² of other area	\$
FITOUT Commercial	/m ² of commercial area	\$
FITOUT Residential	/m ² of residential area	\$
FITOUT Retail	/m ² of retail area	\$
FITOUT Industrial	/m ² of industrial area	\$
FITOUT Other	/m ² of other area	\$
CAR PARKING	/m ² of car parking area	\$
PROFESSIONAL FEES (e.g. architects and consultant fees, excluding fees associated with nonconstruction components)		\$
TOTAL CONSTRUCTION COST		\$
TOTAL GST		\$
TOTAL DEVELOPMENT COST		\$

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