iBRP Approval Process

Step 1: Owner / Designer / Architect

Upload following documents to "Lot submission" folder of DropBox

- Neighbourhood Agreement
- Documents in Step 2 of checklist
- Completed checklist



Step 2: Owner

 Email SDA to advise that documents are available on DropBox



Step 3:

Sustainable Design Appraiser

- Verify all required documents are on DropBox
- Upload completed template to DropBox
- Email owner and iBRP at <u>buildingreviewpanel@nararaecovil</u> <u>lage.com</u> advising application is ready to review



Step 4: iBRP Secretary

Assign 2 iBRP delegates to review application



iBRP Provide Reasons

return for amendment and resubmission

iBRP Stamp Drawings

return for Submission to Council