

COMPLYING DEVELOPMENT CERTIFICATE APPLICATION FORM 2017-2018

Use this form to apply for a "Complying Development Certificate" and include plans and supporting information as required by the checklist (see back of this form).

Application and site details

Applicant Title: Mr Mrs Miss Ms Other : _____
Name _____ (or _____ company) _____
_____ Postal address _____

_____ Postcode _____

Weekday contact details

Phone _____ Mobile _____
E-mail _____
Contact person (where appropriate) _____

I confirm that this proposal has been designed to meet the requirements of the Complying Development policy under which this application is made. I understand that if the plans do not comply with the relevant criteria the application will not be processed in 10 days.

Signature _____

Location and title description of land to be developed

Unit/Street/Road number and Street _____

Title details (lot and DP) _____

Disclosure of political donations & gifts

Have you, or any person with a financial interest in this Application, made a reportable political donation or given a gift to any local Councillor or Council employee within the last 2 years? Yes No

If 'Yes', you must complete a disclosure form. These are available from the Customer Service or Council's website.

Development details

Description of Development (eg. alteration and additions to house): _____

Estimated Cost of Work \$ _____ (estimated price of labour and materials)

Builders details

Owner Builder

(following lodgement, you will be required to obtain an Owner Builder permit and provide a copy to Council if the work is valued over \$5,000)

Licensed builder

(you will need to provide a copy of your Home Owners Warranty insurance to Council if the work is valued over \$20,000)

Inspections - Do you wish to appoint Council as the Principal Certifying Authority for the purpose of carrying out of inspections and issuing Subdivision/Occupation Certificates? Yes No

Please note - Council estimates the cost of undertaking mandatory and compliance inspections based on typical construction processes, and the inspection fee is charged at the time of lodgement of this application.

Long Service Levy – payable where the cost of work is \$25,000 or more - Note – the Long Service Levy fee is payable at the time of lodgement, but you may apply to the Long Service Payments Corporation for an exemption if you are an owner/builder. Forms are available at the Customer Service counter or www.lspc.nsw.gov.au

Stormwater disposal – stormwater disposal should be to a legal point of discharge (street kerb, drainage easement, etc) by gravity unless a drainage design by a CPE for on-site dispersal or disposal via charged line has been approved by Council's Development Engineers prior to the application being lodged.

Proximity to sewer mains – where the proposal is in proximity to Council's sewer infrastructure, the site plan is to show exact distances of a sewer main from the proposed development and the proximity of the proposal approved by Council's Development Engineers prior to the application being lodged.

Tree Removal - Do you propose to remove, lop, ring-bark or poison a tree over 6m in height? Yes No

- If yes, please provide details regarding:
1. Whether you intend to trim or remove the tree/s, and for what reason/s;
 2. A description of the tree including species or variety (if known); and
 3. Whether the tree is dead or potentially dangerous.

Show the location of the tree/s and distances from buildings and nearby property boundaries on the site plan. A landscape plan detailing proposed replacement plantings is required. There will be a delay in the issue of your Complying Development Certificate until this issue is resolved.

Local Government Act (Section 68) Approvals – are you proposing to carry out water supply (plumbing), or sanitary or stormwater drainage as part of the proposal? Yes No

Additional approvals – do you need to:

- Connect to Council's water and sewer infrastructure? Yes No
- Discharge trade waste into Council's sewer? Yes No
- Install a solid fuel heater (including a wood heater)? Yes No
- Install/modify any part of an on-site sewage management system? Yes No
- Carry out work in the road reserve (nature strip)? Yes No

The above matters each require separate applications. The processing time for Complying Development is ten days unless your application involves any of the above approvals, or if the work is in close proximity to Council's sewer/stormwater infrastructure.

Owner of property

Name(s)

Must be signed by the owner of the land. If more than one owner, every owner must sign.

As owner of the land to which this application relates, I consent to this application. I also give consent for authorised Council officers to enter the land to carry out inspections and will provide access where required.

If the owner is a company or owner's association, must be signed by a director of company or, if a corporation, a letter with the corporate seal must be provided.

If you are signing on the owner's behalf as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence.

Signature of owner/s

Schedule to Complying Development application

Information required by Bureau of Statistics

What is the area of the land? _____ Gross floor area of existing building? _____ (☒ not applicable)

What are the current uses of all or parts of the building(s)/land? ☒ vacant ☒ industrial
☒ commercial ☒ residential ☒ other (specify) _____

Does the site contain a dual occupancy? ☒ Yes ☒ No

What is the gross floor area of the proposed additions or new building? _____

Number of pre-existing dwellings _____ How many dwellings are proposed? _____

Number of dwellings to be demolished _____ How many storeys will the building consist of? _____

Please indicate the material that best describes the materials the new work will be constructed of:

Walls (ABS Code)

☒ brick veneer12
☒ full brick11
☒ single brick11
☒ concrete block11
☒ concrete/masonry20
☒ concrete20
☒ steel60
☒ fibrous cement30
☒ hardiplank30
☒ timber/weatherboard40
☒ cladding - aluminium..... 70
☒ curtain glass..... 50
☒ other80
☒ unknown90

Floor

☒ concrete20
☒ timber40
☒ other80
☒ unknown90

Roof

☒ aluminium..... 70
☒ concrete 20
☒ concrete tile..... 10
☒ fibrous cement..... 30
☒ masonry/terracotta/shingle tiles..... 10
☒ slate20
☒ steel60
☒ terracotta tile..... 10
☒ other..... 80
☒ unknown..... 90

Frame

☒ timber..... 40
☒ steel60
☒ other..... 80
☒ unknown..... 90

Privacy Notification

The personal information requested in this form is required under *the Environmental Planning and Assessment Act 1979* and will only be used in connection with the requirements of this legislation. If you do not provide the information, Council will not be able to process your application. This information will be available to Councillors, Council Officers, consultants to the Council and members of the public as required by the Act. Council is to be regarded as the agency that holds the information. You may request amendment of any personal information held by Council that is incorrect.

CHECKLIST for Complying Development Applications

	Copies
Application Form - the form must be correctly completed and have the signature of ALL owners	1
Site constraints <ul style="list-style-type: none"> • are sewer mains in proximity to the proposal? Council's Development Engineers to consider proposal prior to lodgement • is the site identified as being slip or spring affected, and if so, are the footings designed by a structural engineer, noting the site constraint? 	
Plans <p>Site Plan, showing (as appropriate)</p> <ul style="list-style-type: none"> - north direction, - existing structures (including trees) and identification of new work - finished floor level of new work and surrounding natural ground level - existing and/or proposed driveway location - rural properties – location of on-site waste management (septic) system and disposal area - Show proposed method of stormwater disposal: provide design for charged line or on-site dispersal where necessary - BASIX* Certificate commitments - location of Erosion and Sediment Control measures (silt fencing, hay bales, etc) <p>Architectural Plans (floor plans, elevations, section plans) showing</p> <ul style="list-style-type: none"> - Floor Plans – with room layout (ie. plumbing fixtures) and uses, relevant measurements shown, with new work shown - Elevations plans showing external finishes and heights - Section plan - cross-section of the development, indicating building materials and internal detail - BASIX* Certificate commitments are required to be shown on plans <p>Landscape plan showing replacement plantings, where tree removal is proposed</p>	2
Footings for external work - details of footings shown on plans or detailed in Building Specification OR Structural Engineer's design for footings for new work outside the scope of AS2870	2
Building Specification - details building materials, their application and compliance with the BCA	1
BASIX (Water and Energy Efficiency) required for <ul style="list-style-type: none"> - new residential work >\$50,000 - swimming Pools with capacity >40,000 litres 	1
Flood liable or Bushfire Prone land - provide completed reports as required by Codes SEPP	1
Building Code of Australia for Class 2– 9 buildings: A completed report addressing Section J (new buildings) or a list of existing Fire Safety Measures (existing buildings)	1
Additional applications <ul style="list-style-type: none"> water/sewer connection form carry out work in Council land (eg. new driveway) Install a solid fuel heater Install/modify an on-site sewage management system 	

Notes - _____
