

Complying Development Application form

Please note that information provided with this application will be public information and will be published on Council's website.

- Complying Development Certificate (CDC) – SEPP (Infrastructure) 2007
 Complying Development Certificate (CDC) – SEPP (Affordable Housing) 2009
 Complying Development Certificate (CDC) –SEPP (Exempt and Complying Development Codes) 2008 (AKA Codes SEPP)

For CDC applications under the Codes SEPP only - tick which Part of the Codes SEPP your application is under:

- | | |
|---|---|
| <input type="checkbox"/> Part 3 Housing Code | <input type="checkbox"/> Part 5 Commercial and Industrial Alterations Code |
| <input type="checkbox"/> Part 3A Rural Housing Code | <input type="checkbox"/> Part 5A Commercial and Industrial (New Buildings and Additions) Code |
| <input type="checkbox"/> Part 3B Low Rise Medium Density Housing Code | <input type="checkbox"/> Part 5B Container Recycling Facilities Code |
| <input type="checkbox"/> Part 3D Inland Code | <input type="checkbox"/> Part 6 Subdivision Code |
| <input type="checkbox"/> Part 4 Housing Alterations Code | <input type="checkbox"/> Part 7 Demolition Code |
| <input type="checkbox"/> Part 4A General Development Code | <input type="checkbox"/> Part 8 Fire Safety Code |

APPLICANT

It is important that we are able to contact you if we need more information Please give full details:

Family Name (or Company): _____

Given Name(s) (or ABN): _____

Mobile: _____

Postal Address _____

Phone : _____ Email: _____

please indicate your preference for correspondence regarding this application by mail or email

PROPOSAL

Which best describes your proposal :

Alterations/additions

New building

(simple detail of what is proposed) _____

PROPOSED COST OF BUILDING WORK \$

DEVELOPMENT SITE

Street/Road Address: _____

Lot No(s): _____ DP/SP No(s): _____ Classification of new building or part: _____

What is the estimated area (if any) in square metres, of bonded asbestos material or friable asbestos material that will be disturbed, repaired or removed in carrying out the development? _____ m² n/a

Is, or was, the site potentially contaminated? yes no

BUILDERS DETAILS

Licensed builder -

Please provide a copy of your Home Building Compensation Fund insurance policy to Council if the work is valued over \$20,000

Owner Builder

Please obtain an Owner Builder permit from the Dept Fair Trading and provide a copy to Council if the work is valued over \$5,000

[E council@armidale.nsw.gov.au](mailto:council@armidale.nsw.gov.au)

[W armidaleregional.nsw.gov.au](http://armidaleregional.nsw.gov.au)

135 Rusden Street PO Box 75A Armidale NSW 2350

ABN 39 642 954 203

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? No

If 'Yes', you must include a completed disclosure statement with your application.. These are available on our website.

PARTICULARS OF CERTIFICATION WORKS AND RESPONSIBILITIES OF COUNCIL

- a) Quality of Service: Armidale Regional Council will carry out certification work set out below in a professional manner and in accordance with Council's code of conduct.
- b) Issue of Certificate: Armidale Regional Council will issue a Complying Development Certificate (CDC) and endorse all relevant plans, specifications and other documents where this application satisfies the requirements of the Environmental Planning and Assessment Act 1979 and the SEPP this application is made under.
- c) Fees and Charges: Fees and charges are detailed in the Schedule of Fees and Charges as approved on 1 July of each financial year and found on Council's website and are to be paid prior to the application being processed.

RESPONSIBILITIES OF THE OWNER

- a) You agree to allow Armidale Regional Council to inspect the premises.
- b) You agree that building works will not commence prior to obtaining approval from Armidale Regional Council.
- c) You agree to advise Council in writing of any change in your details or address.

CONSENT OF OWNER If the owner is a company or a Strata, a separate letter is to accompany this application stating acknowledgement and consent of this application. The letter is to be signed by an authorized person.

Owner/s name (s): _____

Address: _____

As owner(s) of the land to which this application relates, I/we consent to making of this application and understand that authorised Council Officers will need to enter the land to carry out inspections relating to this application.

Signature(s) _____

An application cannot be lodged WITHOUT owner's consent.

Long Service Levy – applies to all building work where the cost of work is \$25,000 or more - this can be paid online at www.lspc.nsw.gov.au or at Council.

Additional approvals - as part of the proposal , are you also proposing to -

- Carry out water supply or drainage work (plumbing and drainage)
- Connect to Council's water and sewer infrastructure?
- Discharge trade waste into Council's sewer?
- Install a solid fuel heater (a wood heater)?
- Install/modify an on-site sewage management system?
- Carry out work in the road reserve (nature strip) - eg. a driveway?
- Tree lopping/removal?

These approvals should be obtained prior to the Complying Development being lodged.

STATISTICAL INFORMATION

Number of storeys (including underground storeys) in the proposed building:

Gross floor area of the building (in m²):

Gross site area of the land on which the building is to be erected (in m²) :

Existing dwellings on the land:

Number to be demolished:

How many dwellings in the building:

Will the building be attached to an existing or new building: Yes No

Does the land contain a dual occupancy: Yes No

Tick the proposed construction materials to be used:

(the numbers after the materials are codes for office use only)

FLOOR:

- Concrete/Slate (20)
- Timber (40)
- Other (80)
- Not specified (90)

FRAME:

- Timber (40)
- Steel (60)
- Aluminium (70)
- Other (80)
- Not specified (90)

ROOF:

- Tiles (10)
- Concrete/Slate (20)
- Fibre Cement (30)
- Steel (60)
- Aluminium (70)
- Other (80)
- Not specified (90)

ONLY FOR COMMERCIAL OR INDUSTRIAL PROPOSALS (EXISTING BUILDINGS)

List existing and proposed **fire safety measures**:

Existing (for example - fire extinguishers)	Proposed

CHECKLIST for Complying Development Applications

- Application** - the form must be correctly completed and have the signature of ALL owners
- Site constraints** - Council infrastructure in proximity, planning constraints (slip or spring affected, flooding, bushfire, etc)
- BASIX Certificate** - over \$50K or a swimming pool over 40,000L
- Landscape plan** - showing replacement plantings, where tree removal is proposed
- 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
- Building Specification** - building materials, their application and compliance with the BCA

Plans, showing (where applicable)

- north direction,
- existing structures (including trees) and identification of new work
- finished floor level of new work and surrounding natural ground level - amount of cut/fill required
- existing and/or proposed driveway location
- rural properties – location of on-site waste management (septic) system including disposal area
- Indicate proposed method of stormwater disposal: provide design for charged line or on-site dispersal where necessary
- BASIX Certificate commitments to be shown on plans
- location of Erosion and Sediment Control measures (silt fencing, straw bales, etc)
- Floor plans – with room uses and relevant measurements shown, with new work identified
- Elevations plans showing external finishes and heights
- Section plan - cross-section of the development, indicating building materials and internal detail

Notes
