

Date received: ___/___/___

CDC no: _____

Please indicate which policy you would like this application to be assessed under:

State Environmental Planning Policy 60 Exempt & Complying Development or
 State Environmental Planning Policy (Exempt & Complying Development Codes) 2008

You can use this form to apply for approval to carry out a proposal that is classed as complying development. The planning instrument made under the *Environmental Planning and Assessment Act 1979* applying to your property will identify whether your proposal is complying development. To complete this form, please place a cross in the boxes and fill out the sections as appropriate. To minimise delay in receiving a decision about your application, please ensure you submit all relevant information. You need to apply to a certifying authority (either your council or a private certifier).

1. Details of the applicant

Applicant's name			
Street name & No			
Suburb or town			
State		P/code	
Ph:		Fax:	
Mobile:			
Email			

Please if you do not wish to be added to Councils Mailing List, to be sent information about Council & Community Activities from time to time.

2. Identify the land you propose to develop

Street name & No.			
Suburb or town			
State		P/code	
Lot No.		DP No.	
Section			

c) Builder's Details

Tick whether builder is? Licensed Owner

Builder's Name(s) _____

Street Name & No. _____

Suburb or town _____

State		Postcode	
Phone		Mobile	
Fax		Lic No.	

You can find the lot no., section, DP no. on a map of the land or on the title document for the land. If you need additional room, please attach a schedule and/or map with these details.

d) For Residential Building Work

Have you attached to this application evidence that the licensed person is insured to carry out this type of work?
 Yes No

Have you attached to this application a declaration (signed by each owner of the land) that the reasonable market cost of the labour and materials to be used is less than \$5,000.00.
 Yes No

3. Proposed Construction Work

a) **Estimated cost of the Development**
 \$ _____ Including GST

b) **Describe the Development**
 Describe the work you propose to carry out.

For building work, what is the class of the building under the Building Code of Australia? _____

4. Information to be attached to the application

4a. Plans and Specifications of the land and development
 You need to provide the plans and specification of your proposal to help the certifying authority determine whether it complies with set standards and requirements. Please confirm that you have attached this material by placing a cross in the appropriate boxes :

A site plan of the land, drawn to scale (3 copies) that indicates:

- the location of the land, the measurements of the boundaries of the land, the size of the land and which direction is north.
- existing vegetation and trees on the land.
- the location and uses of buildings that are already on the land.
- the existing levels of the land in relation to buildings and roads.

4a Continued

- the location and uses of buildings on sites that adjoin the land.

Plans or drawings of the proposal, drawn to scale (4 copies) that indicate, where relevant:

- the location of any buildings or structures on the land, any proposed extensions or additions, the boundaries of the land, and any development on adjoining land.
- the floor plans of each proposed building.
- each elevation of the proposed building/s.
- how high the proposed development will be in relation to the land.
- the level of the lowest floor, the level of any yard or unbuilt area and the level of the ground.
- any changes that will be made to the level of the land by excavation, filling or otherwise.
- the arrangements you have made for parking, where vehicles will enter and leave the site, and how vehicles will move about the site.
- the fire safety and fire resistance measures (if any) and height design and construction
- how the land will be landscaped or otherwise treated and what types of vegetation will be used (including their height and maturity).
- how you intend to drain the land.

Where you propose to alter, add to or rebuild a building that is already on the land, please mark the plans (by colour or otherwise) to show the alteration, addition or rebuilding you propose to do.

The specifications for the development (4 copies) that:

- Describe the construction (including the standards that will be met), the materials which will be used to construct the building and the methods of drainage, sewerage and water supply.
- State whether the materials proposed to be used are new or second hand and give details of any second hand materials to be used.

Where you propose to modify plans and specifications that have already been approved, you need to mark the approved plans and specifications (by colour or otherwise) to show the modifications

The Basix Certificate (2 copies):

- **BASIX Certificate**
The Building Sustainability Index (BASIX) is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices.

A BASIX Certificate identifies the sustainability features required to be incorporated in the building design. These features may include sustainable design elements such as recycled water, rainwater tanks, AAA-rated showerheads and taps, native landscaping, heat pump or solar water heaters, gas space heaters, roof eaves/awnings and wall/ceiling insulation. You need a BASIX Certificate in Gwydir Shire when BASIX applies to the type of development for which you require approval.

Commencement dates and details of types of development are at www.basix.nsw.gov.au.

The applicant is required to submit the BASIX Certificate with the Development Application or Complying Development Certificate application. The plans and specifications must also identify the BASIX commitments which will be checked by a professional building certifier during construction. Where submitted plans or specifications are inconsistent with the relevant BASIX Certificate, Council should require applicants to submit consistent applications before progressing the assessment process, either by amending plans / specifications or by submitting a new BASIX Certificate with commitments that match the rest of the application.

Applicants can generate the BASIX Certificate only on the NSW Department of Planning' BASIX website: www.basix.nsw.gov.au. For more information, phone the BASIX Help Line on 1300 650 908.

4b. Other attachments

You need to provide other material that is relevant to the type of work you propose to do. Please indicate the material you have attached by placing a cross in the appropriate boxes .

1. If you are going to **carry out building work:**

- a copy of any Compliance Certificates on which you rely
- where you propose to meet the performance requirements of the Building Code of Australia (BCA) by using an alternative solution to the deemed-to-satisfy provisions of the BCA:
 - a list of the performance requirements you will meet by using the alternative solution
 - the details of the assessment methods you will use to meet those performance requirements
 - a copy of any Compliance Certificates on which you rely

- evidence of any accredited component, process or design on which you seek to rely

Components, processes or designs that relate to the erection or demolition of a building are accredited under the Environmental Planning and Assessment Regulation 2000.

- details of the fire safety measures, unless you are building a single dwelling or a non-habitable building or structure (such as a private garage, carport, shed, fence, antenna, wall or swimming pool). These details must include:
 - a list of any fire safety measures you propose to include in the building or on the land
 - if you propose to alter, add to or rebuild a building that is already on the land, a list of the fire safety measures that are currently used in the building or on the land

The lists must describe the extent, capability and the basis of design of each measure.

- a plan of the existing building, drawn to scale, where the application involves building work to alter, enlarge or extend that building.

4b.1 Continued

This plan will assist the certifying authority assess whether the work will reduce the fire protection capacity of the building.

- the attached schedule, completed for the development.
The information in the schedule will be used by the Australian Bureau of Statistics to report each quarter on

4b Continued

the building activity that occurs in the economy. Building statistics allow governments and business to accurately identify main areas of population growth and demand for products and services.

- a long service levy, to construct a building, unless:
 - a long service levy has already been paid for the building
 - the cost of the construction is less than \$25,000.00
 - the building will be constructed for a public authority and those who will do the work are employed by that public authority
 - the building will be constructed by or for a church or non-profit organisation and will be built wholly or partly by volunteers, or
 - the building will be constructed by an owner-builder
- 2. If you are going to **carry out work to do a subdivision** (such as building a road or a stormwater drainage system):
 - details of the existing and proposed subdivision pattern (including the number of lots and the location of roads)
 - details of the consultation you have carried out with the public authorities who provide or will increase the services you will need (eg water, road, electricity, sewerage)
 - existing ground levels and the proposed ground levels when the subdivision is completed
 - copies of the Compliance Certificates on which you rely
 - detailed engineering plans (4 copies). The detailed plans might include the following:
 - earthworks
 - roadworks
 - road pavement

4b.2 Continued

- road furnishings
- stormwater drainage
- water supply works
- sewerage works
- landscaping works
- erosion control works

If you are modifying plans that have already been approved, please mark the plans (by colour or otherwise) to show the modification.

- 3. If you are going to **change the use of a building** or the classification of a building under the Building Code of Australia (unless the building will now be used as a single dwelling or a non-habitable building or structure (such as a private garage, carport, shed, fence, antenna, wall or swimming pool):
 - a list of any fire safety measures you propose to include in the building or on the land
 - if you propose to alter, add to or rebuild a building that is already on the land, a list of the fire safety measures that are currently used in the building or on the land
 - details as to how the building will comply with the Category One fire safety provisions of the Building Code of Australia

The lists of fire safety measures must describe the extent, capability and the basis of design of each measure.

5. Supporting Information

You can support your application with additional material, such as photographs, including aerial photographs, slides and models to illustrate your proposal. Please list what you have attached.

6. Application Fee

The fee for your application is based upon the estimated cost of the development. The consent authority will help you calculate the fee for your application, which are set down in Council's adopted fees and charges.

7. Signatures

The owner(s) of the land to be developed must sign the application.

If you are not the owner of the land, you must have all the owners sign the application. If the land is Crown land, an authorised officer of the Department of Land and Water Conservation must sign the application.

As the owner(s) of the above property, I/we consent to this application:

Signature

Name

Date

Signature

Name

Date

The applicant, or the applicant's agent, must sign the application

Signature

Name, if you are not the applicant

In what capacity are you signing if you are not the applicant

Date

8. Privacy policy

The information you provide in this application will enable your application to be assessed by the certifying authority under the *Environmental Planning and Assessment Act 1979*. If the information is not provided, your application may not be accepted. The application can potentially be viewed by members of the public. Please contact the Council if the information you have provided in your application is incorrect or changes.

State Environmental Planning Policy (SEPP) No. 55 – Remediation of Land

Preliminary Investigation of Site Contamination

Under the provisions of the *Environmental Planning and Assessment (Amendment) Act 1979*
(to be submitted with Development Application)

The purpose of this form is to determine whether the issue of land contamination is relevant to the subject site, and whether further investigations of land contamination are required.

LAND IDENTIFICATION

Lot or Portion No. _____ **Section:** _____ **DP/Strata Plan or Estate:** _____

County: _____ **Parish:** _____ **Street:** _____ **District, Town or Village:** _____

↪ Have any contamination investigations been carried out on the subject site? Yes No
NB: If yes, please attach results (including any previous initial evaluations).

↪ Have any of the following activities ever been carried out on the subject site? (please tick)

acid/alkali plant and formulation	<input type="checkbox"/>	metal treatment	<input type="checkbox"/>
agricultural/horticultural activities	<input type="checkbox"/>	mining and extractive industries	<input type="checkbox"/>
airport	<input type="checkbox"/>	oil production and storage	<input type="checkbox"/>
asbestos production and disposal	<input type="checkbox"/>	paint formulation and manufacturing	<input type="checkbox"/>
chemicals manufacture and formulation	<input type="checkbox"/>	pesticide manufacture and formulation	<input type="checkbox"/>
defence works	<input type="checkbox"/>	power station	<input type="checkbox"/>
drum re-conditioning works	<input type="checkbox"/>	railway yards	<input type="checkbox"/>
dry cleaning establishments	<input type="checkbox"/>	scrap yards	<input type="checkbox"/>
electrical manufacturing (transformers)	<input type="checkbox"/>	service stations	<input type="checkbox"/>
electroplating and heat treatment premises	<input type="checkbox"/>	sheep and cattle dips	<input type="checkbox"/>
engine works	<input type="checkbox"/>	smelting and refining	<input type="checkbox"/>
explosive industry	<input type="checkbox"/>	tanning and associated trades	<input type="checkbox"/>
gas works	<input type="checkbox"/>	waste storage and treatment	<input type="checkbox"/>
iron and steel works	<input type="checkbox"/>	wood preservation	<input type="checkbox"/>
landfill sites	<input type="checkbox"/>		

↪ Are there any contamination impacts on land immediately adjacent to the subject site which may affect the subject land?
Yes No

NB: If yes, please attach details of contamination impacts

DECLARATION

<input type="checkbox"/> I declare that to the best of my knowledge, the issue of land contamination is not relevant to the subject site.	<input type="checkbox"/> I declare that the subject site may be affected by land contamination and that further contamination investigation is warranted.
Signed: _____	Signed: _____
Date: _____	Date: _____

Schedule to application for a construction certificate

Please complete this schedule. The information will be sent to the Australian Bureau of Statistics.

All new buildings

Please complete the following:

- Number of storeys (including underground floors)
- Gross floor area of new building (m²)
- Gross site area (m²)

Residential buildings only

Please complete the following details on residential structures:

- Number of dwellings to be constructed
- Number of pre-existing dwellings on site
- Number of dwellings to be demolished
- Will the new dwelling(s) be attached to other new buildings?
- Will the new building(s) be attached to existing buildings?
- Does the site contain a dual occupancy?
(NB dual occupancy = two dwellings on the same site)

Yes No

Yes No

Yes No

Materials – residential buildings

Please indicate the materials to be used in the construction of the new building(s):

Walls	Code	Roof	Code	Floor	Code	Frame	Code
Brick (double)	<input type="checkbox"/> 11	Tiles	<input type="checkbox"/> 10	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40
Brick (vener)	<input type="checkbox"/> 12	Concrete slate	or <input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40	Steel	<input type="checkbox"/> 60
Concrete or stone	<input type="checkbox"/> 20	Fibre cement	<input type="checkbox"/> 30	Other	<input type="checkbox"/> 80	Aluminium	<input type="checkbox"/> 70
Fibre cement	<input type="checkbox"/> 30	Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90	Other	<input type="checkbox"/> 80
Timber	<input type="checkbox"/> 40	Aluminium	<input type="checkbox"/> 70			Not specified	<input type="checkbox"/> 90
Curtain glass	<input type="checkbox"/> 50	Other	<input type="checkbox"/> 80				
Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90				
Aluminium	<input type="checkbox"/> 70						
Other	<input type="checkbox"/> 80						
Not specified	<input type="checkbox"/> 90						

Locality Sketch

Plan to show location of property from nearest street intersection or prominent landmark. Eg.