



# Application

## For Development Consent, Construction Certificate or Complying Development Certificate

Made under the Environmental Planning and Assessment (EP&A) Act 1979

### Lake Macquarie City Council

Telephone: 02 4921 0333

Facimile: 02 4958 7257

Email: [council@lakemac.nsw.gov.au](mailto:council@lakemac.nsw.gov.au)

Website: [www.lakemac.com.au](http://www.lakemac.com.au)

### Lodgment Options

Mail: Box 1906, Hunter Region Mail Centre, NSW 2310

In person: Customer Service Centre at 126 - 138 Main Road,

Speers Point

## NOTES

1. You must include all information requested on this form and the accompanying checklist, as it applies to your application. Incorrect or incomplete details may lead to delays in processing your application.
2. Attach your completed checklist to this form. Council's Customer Service Centre can assist you with any enquiries you have about completing your application.
3. At the time of lodgment, Council will calculate application fees payable.
4. Council's Privacy Management Plan is available on the City's website [www.lakemac.com.au](http://www.lakemac.com.au).
5. Third parties may request access to, and copies of, the information held by Council relating to this application, in accordance with the Government Information (Public Access) Act 2009.
6. **An image of this form, and any related documentation, will be publicly available on the City's website [www.lakemac.com.au](http://www.lakemac.com.au).**
7. **You can track the progress of your application – log on to [www.lakemac.com.au/online-services](http://www.lakemac.com.au/online-services).**
8. The *Lake Macquarie Local Environmental Plan 2004*, and *Development Control Plan No. 1* and *No. 2* are available at [www.lakemac.com.au](http://www.lakemac.com.au).
9. Entry onto Land: You are advised that access to your property may be required by Authorised Officers of Council in order for them to process your application and determine compliance with any consent that may be issued. By the submission of this application or by authorising its submission by another person/s it is assumed you are giving approval of entry to your premises to Council staff. Access may be made in your absence. Should access be required, staff may make contact with you beforehand to make the necessary arrangements. See Section 118 of the Environmental Planning & Assessment Act for further details.

## TYPE OF APPLICATION

Indicate with a tick which type of application you are making. You can only select one of the following boxes.

### Development Application (DA) and Construction Certificate (CC)

Combined application - Application made under s.78A, s.109C(1)(b), s.81A(2), & s.81A(4) EP&A Act 1979.

*For minor proposals, you may wish to apply for a DA & CC at the same time. This will save you time from submitting two applications, With two sets of plans and documentation.*

### Development Application (DA) only

Application made under s.78A EP&A Act 1979.

*For larger development proposals, you may wish to apply for development consent before applying for a construction certificate.*

### Complying Development Certificate (CDC) – Council's Provisions

Application made under s.84A, s.85 & s.85A EP&A Act 1979.

*If applying for a CDC, please check that your proposal meets all the applicable complying development criteria in the relevant Development Control Plan. If your proposal does not meet all the criteria, you may submit your application under the Codes SEPP provisions or as a Development Application.*

### Complying Development Certificate (CDC) – Codes SEPP Provisions

Application made under s.84A, s.85 & s.85A EP&A Act 1979.

*If applying for a CDC, please check that your proposal meets all the applicable complying development criteria in the Codes SEPP. If your proposal does not meet all the criteria, you may submit your application under Council's provisions or as a Development Application.*

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## DESCRIPTION OF PROPOSED DEVELOPMENT

*Provide the description of the proposed development as identified in the Lake Macquarie Local Environmental Plan 2004 (e.g. dwelling house, dual occupancy - attached, earthworks, home business, commercial premises, entertainment facilities, light industries).*

*Provide a brief description of the proposed development (e.g. commercial premises - four retail shops; hairdresser, butcher, general store, and gift shop).*

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*If the proposal includes demolition works, please state which structures are to be demolished.*

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*If the proposal is for staged development or you are applying for deferred commencement, provide details here.*

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## LAND TO BE DEVELOPED

*Please ensure the land to be developed is described accurately and in full.*

House no(s)	Street(s)	Suburb	Lot(s)	Section(s)	DP(s)/SP(s)
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_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

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## APPLICANT DETAILS

Name(s) \_\_\_\_\_  
Company name (if applicable) \_\_\_\_\_  
Company ACN \_\_\_\_\_  
Position in company (e.g. director) \_\_\_\_\_  
Postal address \_\_\_\_\_  
House no. \_\_\_\_\_  
Street \_\_\_\_\_  
Suburb \_\_\_\_\_  
State \_\_\_\_\_  
Postcode \_\_\_\_\_

*The following information will assist council should an officer need to contact you promptly about your application. This information is not mandatory.*

Daytime phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

Have you discussed your development proposal with a council officer(s)?

- Yes, name of officer(s)  
 No

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## OWNER DETAILS

Name(s) \_\_\_\_\_  
Company name (if applicable) \_\_\_\_\_  
Company ACN \_\_\_\_\_  
Position in company (e.g. director) \_\_\_\_\_  
Postal address \_\_\_\_\_  
House no. \_\_\_\_\_  
Street \_\_\_\_\_  
Suburb \_\_\_\_\_  
State \_\_\_\_\_  
Postcode \_\_\_\_\_

*The following information will assist council should an officer need to contact you promptly about your application. This information is not mandatory.*

Daytime phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

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## BUILDER DETAILS

The following information is required for Construction Certificates and Complying Development Certificates. You may provide this information to Council later, if you have not yet appointed a builder. If you are an owner-builder, you will need to obtain an Owner-Builder Permit from the Department of Fair Trading if the value of the building works is over \$5,000, prior to the release of your Construction Certificate or Complying Development Certificate.

Company name or owner builder \_\_\_\_\_  
Licence or permit number \_\_\_\_\_  
Postal address \_\_\_\_\_  
House no. \_\_\_\_\_  
Street \_\_\_\_\_  
Suburb \_\_\_\_\_  
State \_\_\_\_\_  
Postcode \_\_\_\_\_

The following information will assist council should an officer need to contact you promptly about your application. This information is not mandatory.

Daytime phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

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## ESTIMATED COST OF WORKS

You must provide a genuine estimate of the cost for materials and labour for construction and/or demolition. Council will check your estimate against industry standard cost guides. If you understate the estimate, Council will adjust the figure and you may incur additional application fees. Please refer to Council's Guide to Estimating Cost of Works for further information.

**Total estimated cost of works \$** \_\_\_\_\_

Please provide the following information as it applies to your proposal.

<b>Floor area of development - residential</b>		<b>Floor area of development - commercial</b>	
Ground floor	_____ m <sup>2</sup>	Gross floor area	_____ m <sup>2</sup>
First floor	_____ m <sup>2</sup>		
Outbuildings	_____ m <sup>2</sup>	<b>Subdivision</b>	
<b>Total</b>	_____ m <sup>2</sup>	Number of additional lots	_____

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## INTEGRATED DEVELOPMENT

Section 91 EP&A Act 1979 - *This question only applies to Development Applications (DA).*

*Integrated development refers to proposals that require development consent (from the council) and approval from one or more State Government bodies. Please refer to Council's Guide to Integrated Development to determine if this question applies to your proposal.*

Is your application for integrated development?

No.

Yes. If yes, tick each approval below that applies to your application:

**Fisheries Management Act 1994 – NSW Department of Primary Industries**

s.144

s.201

s.205

s.219

**Heritage Act 1977 – NSW Heritage Office**

s.58

**Mine Subsidence Compensation Act 1961 – Mines Subsidence Board**

s.15

**Mining Act 1992 – NSW Department of Trade & Investment (Resources & Energy)**

s.63 & s.64

**National Parks and Wildlife Act 1974 – NSW Department of Environment & Conservation**

s.90

**Petroleum (Onshore) Act 1991 – NSW Department of Trade & Investment (Resources & Energy)**

s.9

**Protection of the Environment Operations Act 1997 – NSW Department of Environment & Conservation**

s.43(a), s.47 & s.55

s.43(b), s.48 & s.55

s.43(d), s.55 & s.122

**Roads Act 1993 – NSW Department of Transport - Roads & Maritime Service**

s.138

**Rural Fires Act 1997 – NSW Rural Fire Service**

s.100B

**Water Management Act 2000 - NSW Department of Primary Industries - Office of Water**

s.89, s.90 & s.91

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## SECTION 68 LOCAL GOVERNMENT ACT 1993 APPROVALS

*This question only applies to development applications.*

*Section 68 of the Local Government Act (LGA) 1993 identifies activities that require the approval of the council.*

*Section 78 A (3) of the Environmental Planning and Assessment (EP&A) Act identifies the activities under section 68 of the LGA 1993 that a person may apply for approval, in the same application for development consent.*

### **Part A - Structures or places of public entertainment**

1. Install a manufactured home, moveable dwelling or associated structure on land

### **Part B - Water supply, sewerage and stormwater drainage work**

5. Carry out stormwater drainage work

### **Part C - Management of waste**

1. For fee or reward, transport waste over or under a public place
2. Place waste in a public place
3. Place a waste storage container in a public place
4. Dispose of waste into a sewer of the council
5. Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility

### **Part E - Public roads**

1. Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway

### **Part F - Other activities**

1. Operate a public car park
2. Operate a caravan park or camping ground
3. Operate a manufactured home estate
4. Install a domestic oil or solid fuel heating appliance, other than a portable appliance
5. Install or operate amusement devices
10. Carry out an activity prescribed by the regulations under the LGA 1993 or an activity of a class or description prescribed by the regulations

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## LIQUOR ACT 2007

*This question only applies to development applications.*

Is this proposed development on a premise that has a current/proposed liquor licence (as per the Liquor Act 2007)?

Yes

No

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## STATISTICAL DATA

The following questions apply to applications for Construction Certificates and Complying Development Certificates. This information is required For providing data to the Australian Bureau of Statistics and assists Council officers with the assessment of your application.

What is the area of land? \_\_\_\_\_ m<sup>2</sup>

If a new building is proposed, what is the gross floor area of the building? \_\_\_\_\_ m<sup>2</sup>

If your proposal is for a new residential dwelling:

Will the new building be attached to any existing building? \_\_\_\_\_

Will the new building be attached to any other new building? \_\_\_\_\_

Does the land contain a dual occupancy? \_\_\_\_\_

How many pre-existing units are there? \_\_\_\_\_

How many dwellings are to be demolished? \_\_\_\_\_

How many dwellings are proposed? \_\_\_\_\_

How many storeys will the building consist of? \_\_\_\_\_

### Materials

Mark applicable boxes with a tick.

#### Walls

- Aluminium
- Brick, Double
- Brick Veneer
- Concrete, Stone or Slate
- Curtain Glass
- Fibre Cement
- Steel
- Timber
- Other

#### Roof

- Aluminium
- Concrete, Stone or Slate
- Fibre Cement
- Steel
- Tiles
- Other

#### Floor

- Concrete, Stone or Slate
- Timber
- Other

#### Frame

- Aluminium
- Steel
- Timber
- Other

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# AUTHORISATIONS

## Property Owner(s)

I/we consent to the applicant identified on this form, to lodge this application with Lake Macquarie City Council (LMCC).

I/we consent to authorised officers of LMCC to access my/our property in order for them to process this application and determine compliance with any consent that the Council may issue. Access to my/our Property may occur in my/our absence (s.118 EP&A Act 1979).

## Appointment of Principal Certifying Authority (PCA) - Applicable for Construction Certificates and Complying Development Certificates. Indicate with a tick which one of the following statements apply:

- I/we appoint Lake Macquarie City Council (LMCC) as the Principal Certifying Authority (PCA).
- I/we do not appoint LMCC as the PCA. At least two days prior to construction, I/we will provide LMCC with details of the appointed PCA.
- Not applicable. (PCA appointment is only required for Construction Certificates and Complying Development Certificates).

Name(s)  
*(please print)*

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Signature(s)

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***All registered property owners of the land must sign. In the case of a Company, the consent of the authorised person must be provided on letterhead.***

Date

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## Applicant(s)

I/we have read the notes and instructions provided on this form, and the accompanying checklist, and have included all the requested information as it applies to this application. I/we have attached the completed checklist to this form.

Name(s)  
*(please print)*

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Signature(s)

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Date

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## DISCLOSURE OF POLITICAL DONATIONS OR GIFTS

Have you, or the organisation you represent, made any reportable political donations or gifts (see Note) within the 2 years prior to this application?

- Yes (Please complete a *Disclosure Statement of Political Donations or Gifts where Council is the Approval Authority* and include it with this application.)
- No

**Please Note:** For further information on Disclosure of Political Donations or Gifts goto [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au) and search for Political Donations. To obtain a copy of the Disclosure Statement of Political Donations or Gifts where Council is the Approval Authority contact Council's Customer Service Centre or download it from the website [www.lakemac.com.au](http://www.lakemac.com.au) and search for Political Donations.