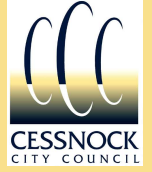


Application form



- Development Application &/OR
Construction Certificate Application
OR
- Complying Development Certificate Application

1. Prior to completing this form please read the Application Guide for your development type. The Application Guide answers many of the frequently asked questions about the development type, steps you through how to fill in this form and provides you with a checklist of documents you must submit with your application.
2. **You must provide the completed and signed document checklist or relevant schedule list of documents as part of your application. Your application may not be accepted if you do not provide the required documentation.**
3. Fees must be paid at time of lodgement.

Privacy Notification - In completing this form you will be prompted to supply information that is personal information for the purposes of the Privacy and Personal Information Act 1998. The supply of this information is voluntary. If you cannot provide, or do not wish to provide the information sought, Council may be unable to process your request. With regard to Development applications, Council requires the provision of owner's name and address with signature/s to verify owner's permission. This information is available for public inspection. Cessnock City Council is required under the Act to inform you about how your personal information is being collected and used. If you require further information please contact Council's Help and Information Centre.

Credit Card Payment Authority

Card Holder Phone Number: _____

CREDIT CARD PAYMENT DETAILS

- BANKCARD
- MASTERCARD
- VISA

NO. _____ / _____ / _____ / _____

EXPIRY DATE _____

NAME ON CARD _____

SIGNATURE _____

PART 1 - APPLICATION AND SITE DETAILS

1. Applicant

It is important that we are able to contact you if we need more information.

Please note that the applicant is the only person the Council will communicate with in the matter.

We will post all correspondence to this address.

Mr
 Mrs
 Miss
 Ms
 Other

Family name (or Company) _____

Given Names (or ACN) _____

Contact Person (if Company) _____

Street Address: _____

P/Code _____

Postal Address: _____

P/Code _____

Telephone (H) _____ Telephone (W) _____

Mobile _____ Facsimile _____

Email _____

Applicant Ref _____

2. Location of the Property

Please list all properties subject to this application.

Please give details of any special requirements for gaining entry to the Property (eg dogs, locked gates).

Unit No _____ House No _____

Street _____

Suburb _____

Lot No _____ Section No _____ DP/SP _____

Special Access Requirements _____

3. Owner's Consent

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 Primary Industries must sign the application.

If the owner is a company, this form must be signed by either two directors; or a director and a company secretary and the common seal stamped on this form.

Please detail the company position next to each signature.

If the property is a unit under strata title or a lot in a community title and approval is sought for work on or over common property, then the common seal of the body corporate must be stamped on this form and signed by the chairman or secretary of the Body Corporate or the appointed managing agent.

*Without the owner's consent we cannot accept the application. **"This is a very strict requirement for all applications."***

If you are signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (eg Power of Attorney, Executor, Trustee, Company Director, etc)

Name of Owner and/or authorised person _____

Position Title (if company) _____

Address _____

Telephone (H) _____ Telephone (W) _____

Mobile _____ Facsimile _____

I/We the undersigned are the owner(s) of the property described in this application and consent to its lodgement. I/We hereby permit a duly authorised officer of Cessnock City Council to enter the land or premises to carry out inspections and surveys to take measurements or photographs as required for the administration of the Act(s), Regulations or Planning Instrument.

If I/We appoint Council as the Principal Certifying Authority (PCA), I/We have read, understand and agree to the PCA Service Agreement specification, its undertakings and details. I/We also consent to the appointment of Council as the Principle Certifying Authority (PCA).

Private Land Owner
 Sole Director
 Director, Secretary & Company Seal

Signature(s) of all owners _____

4. Application Type

Are you applying for a Development Application, Construction Certificate, both a Development Application and Construction Certificate or Complying Development?

Development Application or Complying Development:-
 Construction Certificate [SEPP (Exempt & Complying) 2008]

PART 2 - DEVELOPMENT DETAILS

5. Description of Development

Please describe briefly everything that you want assessed by Council including advertising signs, hours of operation, use, subdivision, demolition, etc.

Use of land/building Erect building/structure Subdivision
 Demolition Alterations/Additions Other
 Swimming Pool

Description: _____

6. Section 68 Activity Approval (LG Act)

Does this application seek approval for one or more approvals listed in the note to Section 78A(3) EP&A Act and Section 68 of the Local Government Act 1993 ie Septic tank approval. (separate application required)

Yes No

If yes, Approvals sought? _____
 Please provide the appropriate information to enable Council to consider the application.

7. Section 138 Roads Act Approval

Does this application seek approval for a driveway crossing or works within the public road reserve?
A completed application form, payment of all fees and receipt of a permit is required prior to undertaking any works within the road reserve

Yes No

If yes, have you submitted a completed application form and provided the appropriate information to enable Council to consider the application?

Yes No

8. What is the gross floor area of each component of the proposed buildings?

If more than one structure is proposed, provide the floor area for each.
 If additions or alterations, provide the additional floor area.

Total Proposed floor area _____ m²

Structure 1 _____ m² Type _____

Structure 2 _____ m² Type _____

Structure 3 _____ m² Type _____

Structure 4 _____ m² Type _____

9. Estimated Cost of Work

The estimated cost of the development, labour and materials or contract price should include GST and is subject to a check by Council before final acceptance. Refer to Council's Building Cost Guide.
 If more than one structure is proposed, provide the cost for each structure.

Total estimated cost of work? \$ _____

Structure 1 \$ _____

Structure 2 \$ _____

Structure 3 \$ _____

10. Integrated Development

Is this application an Integrated Development?

If yes, please provide a \$250 cheque made payable to each relevant Government Authority/Department.

Yes

No

If Yes,

Govt. Dept? _____

Section of Act? _____

Govt. Dept? _____

Section of Act? _____

Integrated Development is development that requires licences or approvals from State Government Departments. Most forms of development will not be "integrated". To determine if your application is Integrated, refer to the brochure "So you're considering building or developing in Cessnock City". This is available from Council's Help and Information Centre or in the FAQ Section of Council's Building & Development Web pages.

11. Critical Habitat & Threatened Species

Is the land or part of the land critical habitat?

Yes

No

Is the development likely to significantly affect threatened species, populations, or ecological communities or their habitats?

Yes

No

If you answered Yes to either of these questions, a Species Impact Statement (SIS) is required to be submitted with your application.

12. Staged Development

Are you applying for a staged development or deferred commencement consent?

Yes

No

If you answered Yes to this question please attach details.

13. Principal Certifying Authority

Prior to the commencement of any works, you must appoint a Principal Certifying Authority (PCA). The PCA may be either Council or an Accredited Certifier and will determine what inspections and certification is required to ensure compliance with the relevant consent and/or certificate for development. Where required the PCA will issue Compliance and/or Occupation Certificates.

Do you wish to appoint Council as the Principal Certifying Authority (PCA)?

Yes

No

If you answered No to this question you must advise Council of the appointment of a PCA using the Notice of Commencement Form.

14. Notification of Commencement

Where Council is the PCA, is work to commence within 90 days from the date of determination?

Yes

No

Where Council is not the PCA or work does not commence within 90 days, you must notify Council two (2) days prior to commencement of any works.

PART 3 - CONSTRUCTION CERTIFICATE OR COMPLYING DEVELOPMENT DETAILS

15. Development Consent

If you already have development consent enter the details here.

DA Consent No _____

Date Determined _____

16. Description of Development

Please describe the type and use of the development relating to the construction Certificate.

“Residential Building Work” includes dwellings and all related buildings/structures such as garages, carport, swimming pools etc as defined within the Home Building Act but excludes agriculture/commercial/industrial buildings.

Land zoning is not applicable in determining the use of the building/structure.

Residential building work (see definitions) Commercial/industrial building

Non-Residential building Subdivision Other

What is the use of the Building/Structure: _____

Building Code of Australia Building Classification _____

Examples of classifications: Dwelling (1a), Garage/Carport/Deck (10a), Swimming Pool (10b), Commercial Office (5), Retail Shop (6), Workshop (8), Commercial Storage Building (7b), Assembly Buildings such as a Church or Community Building (9b).

17. Estimated Cost of Work

The estimated cost of the development, labour and materials or contract price should include GST and is subject to a check by Council before final acceptance. Refer to Council's Building Cost Guide.

If more than one structure is proposed, provide the cost for each structure.

Total estimated cost of work? \$ _____

Structure 1 \$ _____ Structure 2 \$ _____

Structure 3 \$ _____ Structure 4 \$ _____

If cost of materials and labour are separate, what is the cost breakdown?

Materials \$ _____ Labour \$ _____

18. Who will be doing the work?

If total cost of work (labour and/or materials) exceed \$5,000, you will need an owner-builder permit from the Department of Fair Trading

Or

You must appoint a Principal Contractor who has the appropriate licence and insurance to either undertake the work themselves or oversees the overall building work including the coordination of other trades as permitted by the licence.

Insurance

If owner building, Home Warranty Insurance is required of contractors where the contract price or labour and materials exceeds \$12,000. Insurance will also be required where a contract for sale of the property is entered into within 6 years of the work being undertaken.

If a Principal Contractor, Home Warranty Insurance is required where the cost of all labour exceeds \$12,000—inclusive of all sub-contractors or tradespersons who undertake work on behalf of the principal contractor.

If Residential Building Work, you must notify Council in writing of the name, address and licence number of the builder **before** any building work commences.

You are only permitted to use an unlicensed builder/contractor for commercial/industrial and non-residential building work.

Owner builder Permit Number _____

Principal Contractor Licence No _____

If Principal Contractor, what is the licence class? _____

Yes	No
-----	----

If using a Principal Contractor, does this licence permit the type of work being undertaken?

Is the Principal Contractor providing both labour and materials?

Is the Principal Contractor covered by the appropriate insurance?

Family name (or Company) _____

Given Names (or ACN) _____

Postal Address: _____

P/Code _____

Telephone (H) _____ Telephone (W) _____

Mobile _____ Facsimile _____

Email _____

Unlicensed Builder/Contractor

To be advised

19. What is the area of the land?

_____m²

20. What is the gross floor area of the existing building?	_____ m ²																																																																																				
21. What is the gross floor area of each component of the proposed buildings? <i>If additions or alterations give the additional floor area.</i> <i>If more than one structure is proposed, provide the floor area for each.</i>	Total Proposed floor area _____ m ² Structure 1 _____ m ² Structure 2 _____ m ² Structure 3 _____ m ² Structure 4 _____ m ²																																																																																				
22. What is the building site presently used for? (If vacant, state vacant)	Main Use _____ Other Uses _____																																																																																				
23. What will the proposed building be used for?	Main Use _____ Other Uses _____																																																																																				
24. How many pre-existing dwellings, new dwellings or dwellings to be demolished?	Existing _____ To be demolished _____ New Dwellings _____																																																																																				
25. Will the new building be attached to an existing building?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																																																				
26. Will the new building be attached to another new building?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																																																				
27. Does this site contain a dual occupancy?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																																																																				
28. How many storeys will the building consist of?	Number of storeys _____																																																																																				
29. Building Materials <i>Tick more than one if necessary.</i> <i>This information is used by the Australian Bureau of Statistics.</i>	<table border="0"> <thead> <tr> <th>Walls</th> <th>Code</th> <th>Roof</th> <th>Code</th> <th>Frame</th> <th>Code</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Brick veneer</td> <td>12</td> <td><input type="checkbox"/> Aluminium</td> <td>70</td> <td><input type="checkbox"/> Timber</td> <td>40</td> </tr> <tr> <td><input type="checkbox"/> Double brick</td> <td>11</td> <td><input type="checkbox"/> Concrete/Slate</td> <td>20</td> <td><input type="checkbox"/> Steel</td> <td>60</td> </tr> <tr> <td><input type="checkbox"/> Concrete/Stone</td> <td>20</td> <td><input type="checkbox"/> Tile</td> <td>10</td> <td><input type="checkbox"/> Aluminium</td> <td>70</td> </tr> <tr> <td><input type="checkbox"/> Steel</td> <td>60</td> <td><input type="checkbox"/> Fibre Cement</td> <td>30</td> <td><input type="checkbox"/> Other</td> <td>80</td> </tr> <tr> <td><input type="checkbox"/> Fibre Cement</td> <td>30</td> <td><input type="checkbox"/> Steel</td> <td>60</td> <td><input type="checkbox"/> Not specified</td> <td>90</td> </tr> <tr> <td><input type="checkbox"/> Timber/Weatherboard</td> <td>40</td> <td><input type="checkbox"/> Other</td> <td>80</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Aluminium cladding</td> <td>70</td> <td><input type="checkbox"/> Not specified</td> <td>90</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Curtain glass</td> <td>50</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Timber</td> <td>40</td> <td>Floor</td> <td></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other</td> <td>80</td> <td><input type="checkbox"/> Timber</td> <td>40</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Not specified</td> <td>90</td> <td><input type="checkbox"/> Concrete/Slate</td> <td>20</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/> Other</td> <td>80</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/> Not specified</td> <td>90</td> <td></td> <td></td> </tr> </tbody> </table>	Walls	Code	Roof	Code	Frame	Code	<input type="checkbox"/> Brick veneer	12	<input type="checkbox"/> Aluminium	70	<input type="checkbox"/> Timber	40	<input type="checkbox"/> Double brick	11	<input type="checkbox"/> Concrete/Slate	20	<input type="checkbox"/> Steel	60	<input type="checkbox"/> Concrete/Stone	20	<input type="checkbox"/> Tile	10	<input type="checkbox"/> Aluminium	70	<input type="checkbox"/> Steel	60	<input type="checkbox"/> Fibre Cement	30	<input type="checkbox"/> Other	80	<input type="checkbox"/> Fibre Cement	30	<input type="checkbox"/> Steel	60	<input type="checkbox"/> Not specified	90	<input type="checkbox"/> Timber/Weatherboard	40	<input type="checkbox"/> Other	80			<input type="checkbox"/> Aluminium cladding	70	<input type="checkbox"/> Not specified	90			<input type="checkbox"/> Curtain glass	50					<input type="checkbox"/> Timber	40	Floor				<input type="checkbox"/> Other	80	<input type="checkbox"/> Timber	40			<input type="checkbox"/> Not specified	90	<input type="checkbox"/> Concrete/Slate	20					<input type="checkbox"/> Other	80					<input type="checkbox"/> Not specified	90		
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30. Asbestos Material—Will the development disturb, repair or remove any bonded or friable asbestos material?

 Yes

 No

If Yes, what is the estimated square metres? _____ m²

31. Documents to accompany a CC/CDC application

The application for either a Construction Certificate or Complying Development Certificate must be accompanied by the relevant documentation as detailed in the attached Schedule.

PART 4 - CHECKLIST AND DECLARATION

All the details sought in the development application checklist must be provided. Site inspections are carried out prior to the assessment of any application. As a result of this inspection further information may be required. A Council Officer will contact you soon after their initial inspection if this is the case.

THE COMPLETED CHECKLIST MUST BE SUBMITTED WITH THIS APPLICATION. FAILURE TO PROVIDE THE REQUIRED DOCUMENTATION OF AN ACCEPTABLE STANDARD MAY RESULT IN YOUR APPLICATION BEING RETURNED.

32. Political Donations and Gifts

 Yes

 No

Have you, or an associate, made a political donation or gift (greater than \$1000) to a Cessnock City Council Councillor or employee during the past 2 years?

If at anytime prior to the determination of the application, you make a political donation or gift, you are required to submit to Council a Statement of Disclosure of Political Donation and Gift within seven (7) days of making the donation.

If you answered Yes, you are required to submit a Statement of Disclosure of Political Donations and Gifts with your application.

For more information regarding Disclosures of Political Donations and Gifts and to obtain a Disclosure Form visit Council's website or contact Council's Help and Information Centre.

33. Applicant's Declaration

Application is hereby made for approval to carry out development on the land described. I/We consent to Cessnock City Council displaying and copying this application and supporting documentation, including designs, for the purpose of obtaining, where necessary public comment. I/We declare that the information as detailed in the Application Checklist has been provided and is accurate and correct. I also understand if the application is incomplete it may be delayed, rejected or more information requested.

Signature _____

Date _____

Signature _____

Date _____

PART 5 - STATEMENT OF ENVIRONMENTAL EFFECTS STANDARD FORM (MINOR RESIDENTIAL BUILDING WORK ONLY)

A Statement of Environmental Effects is to be submitted with all development applications other than "designated development" or proposals having negligible environmental impact, eg. Internal alterations.

If a "Yes" answer is given to any of the below issues, details of likely impact(s) and the proposed means of mitigating or reducing such impact(s) must be given. This Statement of Environmental Effects is not exhaustive and is only suitable for simple Developments. It should be expanded on where appropriate. If insufficient space has been provided, attach additional sheets.

1. CONTEXT AND SETTING (Site Analysis)

- a) Is the development out of character with the area (eg. Does the proposal involve a commercial or industrial use in a residential area)? Yes No
- b) Will the development:
- i) be visually prominent within the existing landscape? Yes No
- ii) impact on any item of heritage or cultural significance? Yes No

2. TRANSPORT TRAFFIC & ACCESS

- a) Will local traffic movements and volumes be affected? Yes No
- b) Will additional requirements to provide access be required? Yes No
- c) Is a Traffic Study required? Yes No

3. WASTE DISPOSAL

- a) How will effluent be disposed of? Sewer On-Site
- b) Will the proposal lead to direct discharge of stormwater or waste into a natural water system? Yes No
- c) Will other wastes be generated by this development? Yes No

4. SOCIAL AND ECONOMICAL IMPACTS

- a) Will the proposal affect the amenity of surrounding residences by overshadowing, loss of privacy, increased noise or vibration? Yes No
- b) Will the proposal have any economic consequences in the area? Yes No

5. ENVIRONMENTAL IMPACTS (air, soil, water, flora and fauna)

- a) Could the proposal have any impact on the local climate? Yes No
- b) Could the proposal result in soil contamination? Yes No
- c) Could the proposal cause erosion and/or sedimentation of watercourses during construction or after completion? Yes No
- d) Will excavation and/or filling be required? Yes No
- e) Will the proposal:
- i) emit fumes, steam, smoke, vapour or dust? Yes No
- ii) Involve removal of vegetation? Yes No
- f) Could the proposal affect native habitat? Yes No
- g) Could the proposal disturb any aboriginal artifacts or relics? Yes No
- h) Is the site subject to natural hazards such as:
- bushfire subsidence
- flooding _____
- i) Are there technological hazards associated with the proposal, eg.
- toxic waste dangerous goods
- radiation hazardous chemicals
- j) Have any of the following land uses or activities been undertaken on the site (service station or a sheep or cattle dip, intensive agriculture, mining or extractive industry, waste storage or waste treatment, or the manufacture of chemicals, asbestos or asbestos products), where the proposed development will involve any disturbance of soil? Yes No

6. DESCRIPTION OF IMPACT/S

HOW TO LODGE THIS APPLICATION

Address The Application To

General Manager
Cessnock city Council

You can send it to us by any of the following methods:

POST

PO Box 152
CESSNOCK NSW 2325

DOCUMENT EXCHANGE

DX 21502
CESSNOCK

COURIER OR PERSONAL DELIVERY

Cessnock City Council
62-78 Vincent Street, Cessnock

You will need to spend some time with a Help and Information Officer when lodging your application. Typically you will require 15-30 minutes, however this may vary depending on the complexity of your application.

OFFICE HOURS

9.00am to 5.00pm Monday to Friday to visit Council's Help and Information Centre.
Built and Natural Environment Duty Officers (technical staff) are available between 9.00am to 10.00am and 1.00pm to 5.00pm weekdays.
Please note: Payments are accepted between 9.00am to 4.30pm.

HOW TO CONTACT US

Phone: (02) 49934100
Fax: (02) 49932500

COUNCIL'S WEBSITE ADDRESS

www.cessnock.nsw.gov.au

We recommend that you consult with Council's Help and Information Officers before lodging your application. If you wish to discuss your proposal at a Pre-lodgement Meeting, it is essential that you arrange an appointment.

FEES

Fees are calculated on the type of works proposed and may involve the estimated cost of the works. Contact Council's Help and Information Centre for a fee quote.

Note - any refunds will be processed to the person/company who paid the fees to Cessnock City Council.

PAYMENT METHODS

By mail - Cheque, Money order or Credit Card (please complete a Council Credit Card Authority form)

In Person - Cash, Cheque, Money Order, Bankcard, MasterCard, Visa and/or EFTPOS.

Make cheques payable to "Cessnock City Council".

ACKNOWLEDGEMENT

We will acknowledge that we have received your application. You will receive a receipt specifying the amount of fees paid and the registered number of the application.

Schedule A—Information to accompany a CC Application

CONSTRUCTION CERTIFICATE

The following information must accompany applications for a construction certificate for building and subdivision work. Please indicate the documentation you have attached by placing a tick (✓) in the appropriate boxes.

Building Work

Three (3) copies of each of the following plans as relevant are to be submitted with the application

- a) Building Plans Yes N/A
The plans must be drawn to a suitable scale and consist of a site plan and general plan.
The general plan of the building is to:
- i) show a plan of each floor section
 - ii) show each elevation of the building
 - iii) show the level of the lowest floor, the level of any yard or unbuilt area on that floor and the level of the ground
 - iv) indicate the fire safety and fire resistance measures (if any), and their height, design and construction

Where you propose to alter, add to or rebuild a building that is already on the land, or modify plans that have already been approved, please mark the general plan (by colour or otherwise) to show the change you propose to make.

Where the proposed building work involves a modification to previously approved plans and specification the general plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification.

- b) Building Specifications Yes N/A
The specifications are to:
- i) 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
 - ii) 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 specifications that have already been approved, please mark the approved specifications (by colour or otherwise) to show the modification.

- c) If an alternative solution is proposed to meet the performance requirements of the BCA, the application must also be accompanied by a copy of the alternative solution. Yes N/A
- d) Evidence of any accredited building product or system on which you seek to rely. Yes N/A

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

- e) A copy of any compliance certificates relied upon. Yes N/A
- f) Where the application involves building work to alter, enlarge or extend the building, a plan of the existing building drawn to scale. Yes N/A
- g) A copy of the relevant BASIX certificate and required measures included on the general plan. Yes N/A
- h) 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 are to include: Yes N/A
- i) a list of any fire safety measures you propose to include in the building or on the land
 - ii) 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.

- i) An application relating only to fire link conversions are to be accompanied by a document that describes the design and construction, and mode of operation, of the new fire alarm communication link. Yes N/A

Subdivision Work

If the development involves subdivision work, appropriate subdivision work plans and specifications are to include the following.

Please indicate the documentation you have attached by placing a tick (✓) in the appropriate boxes.

Four (4) copies of each of the following plans as relevant are to be submitted with the application

- a) Details of the existing and proposed subdivision pattern (including the number of lots and the location of roads) Yes N/A
- b) Details as to which public authorities have been consulted with as to the provision of utility services to the land concerned Yes N/A
- c) Detailed engineering plans as to the following matters: Yes N/A
- | | | |
|--------------------|------------------------|---------------------------|
| i) earthworks | iv) road furnishings | vii) sewerage works |
| ii) roadworks | v) stormwater drainage | viii) landscaping works |
| iii) road pavement | vi) water supply works | ix) erosion control works |
- d) Copies of any compliance certificates to be relied on. Yes N/A

Schedule B—Information to accompany a CDC Application

COMPLYING DEVELOPMENT CERTIFICATE

The following information must accompany applications for a complying development certificate for building work. Please indicate the documentation you have attached by placing a tick (✓) in the appropriate boxes.

Building Work

Three (3) copies of each of the following plans as relevant are to be submitted with the application

- a) Development Plans
- A site plan of the land must indicate:
- i) location, boundary dimensions, site area and north point of the land Yes N/A
 - ii) existing vegetation and trees on the land
 - iii) location and uses of existing buildings on the land
 - iv) existing levels of the land in relation to buildings and roads; and
 - v) location and uses of buildings on sites adjoining the land

The plans for the building must be drawn to a suitable scale and consist of a general plan.

The general plan of the building is to:

- i) indicate the location of proposed new buildings or works (including extensions or additions to existing buildings or works) in relation to the land's boundaries and adjoining development Yes N/A
- ii) include floor plans of proposed buildings showing layout, partitioning, room sizes and intended uses of each part of the building
- iii) include elevations and sections showing proposed external finishes and heights
- iv) show proposed finished levels of the land in relation to buildings and roads
- v) show building perspectives, where necessary to illustrate the proposed building
- vi) show the levels of the lowest floor and of any yard or unbuilt on area belonging to that floor and the levels of the adjacent ground
- vii) indicate the height, design, construction and provision for fire safety and fire resistance (if any)
- viii) indicate proposed parking arrangements, entry and exit points for vehicles, and provision for movement of vehicles within the site, (including dimensions where appropriate)
- ix) indicate proposed landscaping and treatment of the land, (indicating plant types and their height and maturity)
- x) indicate proposed methods of draining the land; and
- xi) if a BASIX optional certificate is provided as part of the application, required measures are to be indicated on the general plan

Where the proposed building work involves any alteration or addition to, or rebuilding of, an existing building the general plan is to be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the proposed alteration, addition or rebuilding.

Where the proposed building work involves a modification to previously approved plans and specifications the general plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification.

- b) Building Specifications
- The specifications are to:
- i) 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 Yes N/A
 - ii) 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 specifications that have already been approved, please mark the approved specifications (by colour or otherwise) to show the modification.

- c) 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 are to include: Yes N/A
- i) a list of any fire safety measures you propose to include in the building or on the land
 - ii) 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 list must describe the extent, capability and the basis of design of each measure.

- d) If the development involves the erection of a wall to a boundary that has a wall less than 0.9m from the boundary, a report by a professional engineer, within the meaning of the *Building Code of Australia*, outlining the proposed method of supporting the adjoining wall. Yes N/A
- e) If the development involves the demolition or removal of a wall to a boundary that has a wall less than 0.9m from the boundary, a report by a professional engineer, within the meaning of the *Building Code of Australia*, outlining the proposed method of maintaining support for the adjoining wall after the demolition or removal. Yes N/A
- f) If an alternative solution is proposed to meet the performance requirements of the BCA, the application must also be accompanied by a copy of the alternative solution. Yes N/A
- g) Evidence of any accredited building product or system on which you seek to rely. Yes N/A

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

Schedule B—Continued

- h) A copy of any compliance certificates relied upon. Yes N/A
- i) Where the application involves building work to alter, enlarge or extend the building, a plan of the existing building drawn to scale. Yes N/A
- j) A copy of the relevant BASIX certificate and required measures included on the general plan. Yes N/A
- k) Where the development involving the use of a building as an entertainment venue or a function centre, pub, registered club or restaurant—a statement that specifies the maximum number of persons proposed to occupy, at any one time, that part of the building to which the use applies. Yes N/A
- l) An application relating only to fire link conversions are to be accompanied by a document that describes the design and construction, and mode of operation, of the new fire alarm communication link. Yes N/A

Change of Building Use or Classification

In the case of an application for a Complying Development Certificate involving a change of building use or classification under the Building Code of Australia (other than a dwelling-house or a building or structure that is ancillary to another dwelling-house or other than a temporary structure or work that relates only to a fire link conversion):

- a) A list of the Category 1 fire safety provisions that currently apply to the existing building. Yes N/A
- b) A list of the Category 1 fire safety provisions that are to apply to the building following its change of use. Yes N/A

Temporary Structure

If the development involves the erection of a temporary structure, the following documents must be provided:

- a) Plans showing the elevations and sections including the heights of any proposed temporary structures and the materials of which any such structures are proposed to be made (use Q29. Building Materials of application form). Yes N/A
- b) Documentation that specifies the live and dead loads the temporary structure is designed to meet. Yes N/A
- c) A list of any proposed fire safety measures to be provided in connection with the use of the temporary Structure. Yes N/A
- d) In the case of a temporary structure proposed to be used as an entertainment venue—a statement as to how the performance requirements of Part B1 and NSW Part H102 of Volume One of the *Building Code of Australia* are to be complied with (if an alternative solution, to meet the performance requirements, is to be used). Yes N/A
- e) Documentation describing any accredited building product or system sought to be relied on for the purposes of section 85A (4) of the Act. Yes N/A
- f) Copies of any compliance certificates to be relied on. Yes N/A

Subdivision Work

If the development involves subdivision work, appropriate subdivision work plans and specifications are to include the following: Please indicate the documentation you have attached by placing a tick (✓) in the appropriate boxes.

Four (4) copies of each of the following plans as relevant are to be submitted with the application

- a) Details of the existing and proposed subdivision pattern (including the number of lots and the location of roads). Yes N/A
- b) Details as to which public authorities have been consulted with as to the provision of utility services to the land concerned. Yes N/A
- c) Detailed engineering plans as to the following matters: Yes N/A
- i) earthworks
 - ii) roadworks
 - iii) road pavement
 - iv) road furnishings
 - v) stormwater drainage
 - vi) water supply works
 - vii) sewerage works
 - viii) landscaping works
 - ix) erosion control works
- d) Copies of any compliance certificates to be relied on. Yes N/A