

Coonamble Shire Council

Construction Certificate Application Form (CC)

Made under the Environment Planning and Assessment Act 1979 Sections 6.3, 6.4 and 6.16

PLEASE ANSWER ALL QUESTIONS, failure to do so may result in the return of the application.

1 Applicant Details

If the applicant is not the owner of the land, then the owners' written consent to lodge the application is required. All correspondence, both written and verbal and notice of determination will be sent to the applicant. It is important to notify Council of any change of address and / or telephone number if this occurs during the processing of the application.

Mr

Mrs

Ms

Miss

Other:

Family name(s) OR company name

Given name(s)

Postal Address

(All correspondence will be sent to this address)

Email Address

Daytime telephone number(s)

Signature of applicant(s)

2 Owners details and consent

This section must be completed by all property owners. If the owner of the property is a company, then the director/s or the secretary of the company must sign the application and affix the body corporate stamp, if required, to this form or as an attachment with the appropriate details confirming consent.

Name(s) OR company name

Signature(s)

Daytime telephone number

3 Property description / Land to be developed

It is important that the property is accurately identified by its legal description. This information is shown on your Rates Notices, property deeds etc.

Unit / street no.

Street name

Suburb / Locality

Postcode

Lot no.

Section no.

Deposited Plan no.

Parish

4 Description of Development

Type of work and description (e.g., Dwelling, shed, carport etc or Subdivision work)

5 Cost of the proposal

*The cost of the proposal should include all of the costs
(e.g., finished value of building) \$*

6 Development Consent No.

7 BCA Class

8 Licensed Builder or Owner Builder

To be completed in the case of proposed residential building work

Licensed Builder

Builders Name OR company name

Builders Licence Number

OR

Owner Builder

Name & Address

NOTE: In the case of a licensed builder a copy of the Home Owners Warranty Insurance relevant to the works must be provided to Council (*prior to works commencing*). For owner builder a copy of the owner builder permit is required by Council for works valued above \$10,000, (*prior to works commencing*).

9 Schedule to Application (particulars of proposal)

What is the area of the land (m²)?

Gross floor area of **existing building** (m²)?

What are the current uses of all or parts of the building(s)/land? (If vacant state vacant)

Does the site contain a dual occupancy?

YES

NO

What is the gross floor area of the **proposed addition or new building** (m²)?

Number of pre-existing dwellings?

Number of dwellings to be demolished?

How many dwellings are proposed?

How many storeys will the building consist of?

10 Materials to be used

Place a tick in the box which best describes the materials the new work will be constructed of

WALLS

brick veneer

Fibrous cement

full brick

hardiplank

single brick

timber/weatherboard

concrete block

cladding-aluminium

concrete/masonry

curtain glass

concrete

other

steel

unknown

FRAME

timber

steel

other

unknown

FLOOR

concrete

timber

other

unknown

FOOTINGS

Mass pour concrete

brick

timber piers/columns

concrete piers

other

existing

strip footings

ROOF

aluminium

slate

concrete

steel

concrete tile

terracotta tile

fibrous cement

other

fibreglass

unknown

masonry/terracotta tile

tiles

11 Development Involving Asbestos

Estimated area of asbestos involved in the proposed development:

N/A

Bonded Asbestos (m²):
(Solid Sheeting)

Friable Asbestos (m²):
(Fire damaged sheeting)

NOTE: Any development involving asbestos removal must be undertaken by a business licensed under clause 318 of the Occupational Health & Safety Regulation 2001, except where less than 10m² of *bonded asbestos* is being removed.

12 Principal Certifying Authority

Do you wish to appoint Council as the Principal Certifying Authority YES NO

If "yes" Council will carry out inspections and issue certificates. Details of required inspections will be issued as part of the "Confirmation of Appointment" issued with the Construction Certificate. The fee for this service is detailed in Council's Fees and Charges.

Notes for completing Construction Certificate Application

Note 1 The following information must accompany applications for a construction certificate for building and subdivision work.

Building Work

In the case of an application for a construction certificate for **building work**:

- a) copies of compliance certificates relied upon
- b) four (4) copies of detailed plans and specifications

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

- show a plan of each floor section
- show a plan of each elevation of the building
- 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
- indicate the height, design, construction and provision for fire safety and fire resistance (if any)

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.

The specification is:

- to describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply
 - state whether the materials proposed to be used are new or second hand and give particulars of any second-hand and give particulars of any second-hand materials to be used
- c) where the application involves an alternative solution to meet the performance requirements of the BCA, the application must also be accompanied by:
 - details of the performance requirements that the alternative solution is intended to meet, and
 - details of the assessment methods used to establish compliance with those performance requirements
 - d) evidence of any accredited component, process or design sought to be relied upon
 - e) except in the case of an application for, or in respect of, a class 1a or class 10 building:
 - a list of any fire safety measures that are proposed to be implemented in the building or on the land on which the building is situated, and
 - if the application relates to a proposal to carry out any alteration or rebuilding of, or addition to, an existing building, a separate list of such of those measures as are currently implemented in the building or on the land on which the building is situated.

The list must describe the extent, capability and basis of design of each of the measures concerned.

Subdivision Work

In the case of an application for a construction certificate for **subdivision work**:

- a) copies of compliance certificates relied upon
- b) four (4) copies of detailed engineering plans. The detailed plans may include but are not limited to the following:
 - earthworks
 - roadworks
 - road pavement
 - road furnishings
 - stormwater drainage
 - water supply works
 - sewerage works
 - landscaping works
 - erosion control works

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

Note 2 **Home Building Act Requirements**

In the case of an application for a construction certificate for residential building work (within the meaning of the *Home Building Act 1989*) attach the following:

- (a) in the case of work by a licensee under that Act:
 - (i) a statement detailing the licensee's name and contractor licence number, and
 - (ii) documentary evidence that the licensee has complied with the applicable requirements of that Act*, or
- (b) in the case of work done by any other person:
 - (i) a statement detailing the person's name and owner-builder permit number, or
 - (ii) a declaration signed by the owner of the land, to the effect that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of **owner-builder work** in section 29 of that Act.

* A certificate purporting to be issued by an approved insurer under Part 6 of the *Home Building Act 1989* to the effect that a person is the holder of an insurance contract issued for the purposes of that Part, is sufficient evidence that the person has complied with the requirements of that Part.