



Application for a Construction Certificate (Building or Subdivision)

Information for the applicant

- This form may be used to apply for a construction certificate (a “certificate”) to carry out building work or subdivision work.
- To minimise delay in receiving a decision about the application, please fill in all sections and ensure all relevant information and documents are provided.
- Once completed, this application form should be submitted to Queanbeyan-Palerang Regional Council for determination.
- A construction certificate has no effect if it is issued after the building work or subdivision work to which it relates is physically commenced on the land to which the relevant development consent applies.

SECTION A. Details of the land where the building/subdivision work and/or use is to be carried out

Please specify what type of work is involved?	Building <input type="checkbox"/>	Subdivision <input type="checkbox"/>
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Unit/Street no. <input style="width: 90%;" type="text"/>	Street Name <input style="width: 95%;" type="text"/>
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Locality <input style="width: 95%;" type="text"/>	State <input style="width: 90%;" type="text"/>	Postcode <input style="width: 95%;" type="text"/>
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Lot <input style="width: 95%;" type="text"/>	Section <input style="width: 90%;" type="text"/>	Deposited Plan (DP) <input style="width: 95%;" type="text"/>
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Briefly describe the development. For example, if a dwelling is proposed, include information such as the type of building (house, townhouse, villa etc), the number of floors and the number of bedrooms.

Estimated cost of works for the proposed development: *The contract price, or if there is no contract a genuine and accurate estimate, for all labour and material costs associated with all demolition and construction required for the development, including the cost of construction of any building and the preparation of a building for the purpose for which it is to be used (such as the costs of installing plant, fittings, fixtures and equipment). GST is also to be included.*

SECTION B. Details of the applicant

Mr Ms Mrs Dr Miss Other:

Contact person

Company (If applicable)

Address

Suburb or town

State

Postcode

Phone

Email

Signature of Applicant

Date

SECTION C. Owner's consent

If the land is part of a Community Title or Strata Scheme then the Community Associated/Body Corporate must also consent to lodging the application.

If the owner is an organisation/company the Authorised Officer and/or Director(s) must authorise the submission of the application. Attach a signed letter on the organisation or company letterhead.

The owner(s) must sign the following statement:

As the owner(s) of the above property, I/we consent to Council to enter the subject property at any reasonable time for the purpose of carrying out an inspection in connection with the assessment of this application. I/we undertake to take all necessary steps make access available to the property to enable the inspection to be carried out.

Owners Signature/s

Owner Name/s

Owner Email

Date

SECTION D. Development consent

Date of development consent (if already granted)

Development consent reference no.:

SECTION E. Attachments relating to the proposed development

Applicants must provide the documents listed below that are relevant to the type of development that is proposed. Please place a cross in the appropriate box(s) to indicate the type of development involved. Confirm with Council how many copies are required prior to lodging this application.

1. Does the application relate **ONLY** to a **FIRE LINK CONVERSION**? Yes No

If Yes-provide:

A document that describes the design and construction and mode of operation of the new fire alarm communication link.

2. Does the development involve **SUBDIVISION WORK**? Yes No

How many lots are being development as part of this Construction Certificate application?

If Yes-provide:

Appropriate subdivision work plans and specifications, which include copies of:

- (a) details of the existing and proposed subdivision pattern (including the number of lots and the location of roads)
- (b) details as to which public authorities have been consulted with as to the provision of utility services to the land concerned
- (c) detailed engineering plans as to the following matters:
 - (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.

3. BUILDINGS

3.1 Does the development involve building work (including in relation to a dwelling house or building or structure ancillary to a dwelling house)? Yes No

If Yes-provide:

Appropriate building work plans and structural specifications, which include copies of:

- (a) detailed plans, drawn to a suitable scale and consisting of a block plan and a general plan, that show:
 - (i) a plan of each floor section
 - (ii) a plan of each elevation of the building
 - (iii) 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
 - (iv) the height, design, construction and provision for fire safety and fire resistance (if any)
- (b) structural specifications for the development:
 - (i) that describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply, and
 - (ii) that state whether the materials to be used are new or second-hand and (in the case of second-hand materials) give particulars of the materials to be used
- (c) a statement as to how the performance requirements of the *Building Code of Australia* are to be complied with (if an alternative solution, to meet the performance requirements, is to be used)
- (d) a description of any accredited building product or system sought to be relied on for the purposes of section 4.15(4) of the *Environmental Planning and Assessment Act 1979* (EP&A Act)*
- (e) copies of any compliance certificate to be relied on
- (f) if the development involves building work to alter, expand or rebuild an existing building, a scaled plan of the existing building
- (g) if a BASIX certificate has been obtained for the development, such others matters as the BASIX certificate requires to be included in the plans and specifications.

* S.4.15(4) EP&A Act provides that a consent authority must not refuse to grant consent to development on the ground that any building product or system relating to the development does not comply with a requirement of the *Building Code of Australia* if the building product or system is accredited in respect of that requirement in accordance with the EP&A regulation 2000.

3.2 Does the development involve building work (other than work in relation to a dwelling-house or a building or structure that is ancillary to a dwelling-house or work that relates only to fire link conversion) ? Yes No

If Yes-provide:

- (a) A list of any existing fire safety measures provided in relation to the land or any existing building on the land.
- (b) A list of the proposed fire safety measures to be provided in relation to the land and any building on the land as a consequence of the building work.

3.3 Does the development involve an alternative solution under the Building Code of Australia (“BCA”) in respect of a fire safety requirement? Yes No

If Yes-provide:

Either or both of the following from a **“fire safety engineer”** (a private accredited certifier holding Category C10 accreditation):

- (a) A compliance certificate (as referred to in s.109C(1)(a)(v) EP&A Act) that certifies that the alternative solution complies with the relevant performance requirements of the BCA.
- (b) A written report that includes a statement that the alternative solution complies with the relevant requirements of the BCA.

Note: *The above requirement only applies to building work in respect of:*

- (a) a class 9a building that is proposed to have a total floor area of 2000 square metres or more
- (b) any building (other than a class 9a building) that is proposed to have:
 - (i) a fire compartment with a total floor area of more than 2000 square metres or
 - (ii) a total floor area of more than 6000 square metres

that involves an alternative solution under the BCA in respect of the requirements set out in EP1.4, EP2.1, EP2.2, DP4 and DP5 in Volume 1 of the BCA.

3.4 Does the application relate to a residential flat development for which the development application was required under Clause 50(1A) of the EP&A Regulation to be accompanied by a design verification from a qualified designer? Yes No

If Yes-provide:

A statement from a qualified designer which verifies that the plans and specifications achieve or improve the design quality of the development for which development consent was granted, having regard to the design quality principles set out in Part 2 of *State Environmental Planning Policy No. 65: Design Quality of Residential Flat Development* (SEPP 65)

Note: *If the development application was also required to be accompanied by a BASIX certificate with respect to any building, the statement need not verify the design quality principles set out in SEPP 65 to the extent to which they aim to*

- *reduce consumption of mains-supplied potable water, or reduce emissions of greenhouse gases, in the building or in the use of the land that it is built on, or*
- *improve the thermal performance of the building.*

3.5 Has the Fire Commissioner granted an exemption under clause 188 EP&A Regulation from compliance with any specified Category 3 fire safety provision? Yes No

If Yes-provide:

A copy of the exemption together with any conditions imposed.

3.6 Is any long service payment levy payable under s.34 of the Building and Construction Industry Long Service Payments Act 1986? Yes No

If Yes-provide:

A copy of a receipt for any long service payment levy that has been made (or, where such a levy is payable by instalments, a receipt for the first instalment of the levy).

The levy may be made to the council when this application is lodged.

SECTION F. List of documents

Prepare and attach a list of all of the documents provided under SECTION D and E.

SECTION G. Development statistics

Please tick in each appropriate box the materials used for the proposed development.

Walls	<input type="checkbox"/>	Roof	<input type="checkbox"/>	Floor	<input type="checkbox"/>	Frame	<input type="checkbox"/>
Double brick	<input type="checkbox"/>	Tiles	<input type="checkbox"/>	Concrete/slate	<input type="checkbox"/>	Timber	<input type="checkbox"/>
Brick veneer	<input type="checkbox"/>	Concrete/slate	<input type="checkbox"/>	Timber	<input type="checkbox"/>	Steel	<input type="checkbox"/>
Concrete/stone	<input type="checkbox"/>	Fibre cement	<input type="checkbox"/>	Other	<input type="checkbox"/>	Aluminium	<input type="checkbox"/>
Fibre cement	<input type="checkbox"/>	Steel	<input type="checkbox"/>	_____	<input type="checkbox"/>	Other	<input type="checkbox"/>
Timber	<input type="checkbox"/>	Aluminium	<input type="checkbox"/>			_____	<input type="checkbox"/>
Weatherboard	<input type="checkbox"/>	Other	<input type="checkbox"/>				
Steel	<input type="checkbox"/>	_____	<input type="checkbox"/>				
Aluminium	<input type="checkbox"/>						
Other	<input type="checkbox"/>						
_____	<input type="checkbox"/>						

Gross site area (m2) _____

Gross floor area of existing building (m2) _____

Gross floor area of new proposed works (m2) _____

Number of pre-existing dwellings on site _____

How many storeys will the proposed building have? _____

What are the current uses of the building? _____

What will be the new building uses (if changed)? _____

Number of dwellings/structures to be demolished _____

Number of dwellings/structures to be constructed _____

Will the proposed development be attached to an existing building? _____

Does the site contain a dual occupancy? _____

BCA Classification _____

SECTION H. Delivery of the application

Applications for development applications must be lodged via the NSW Planning Portal - www.planningportal.nsw.gov.au