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COMPLYING DEVELOPMENT CERTIFICATE APPLICATION

Made under the *Environmental Planning and Assessment Act 1979* Sections 85, 85A

IDENTIFICATION OF BUILDING

Address_____

Lot, DP/MPS etc_____

Suburb or town_____Post Code_____

DESCRIPTION OF DEVELOPMENT

Detailed Description:

_____

_____

_____

APPLICANT

Name_____Company_____

Address_____

Suburb or town_____Post Code_____

Phone B/H_____Fax No_____

Mobile_____Email_____

As the applicant, I/we hereby;

1. *Submit this Complying Development Certificate Application under the Environmental Planning & Assessment Act 1979, with City Plan Services Pty Ltd.*
2. *I/we appoint ☐William Nettleton/ ☐Ray Williams/ ☐ Robert Ball of City Plan Services Pty Ltd as the Principal Certifying Authority for the building work identified in this application.*

Signature of applicant: **Sign**_____**Date**_____

CONSENT TO ALL OWNER(S)

Name_____Company_____

Address_____

Suburb or town_____Post Code_____

Phone B/H_____Fax No_____

Mobile_____Email_____

As the owner of the above property, I/we consent to this application

Signature of Owner **Sign**_____**Date**_____

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VALUE OF WORK Estimated Cost of work:	$
GST:	$

For developments over $5 million, a Quantity Surveyors Certificate verifying the cost must be submitted on lodgement of the application.

BUILDING CODE OF AUSTRALIA BUILDING CLASSIFICATION Nominated on the Development Consent	Class
BUILDING WORK Details of person carrying out building works	Owner-builder Permit No._____ or Name of Principal Contractor _____ Address_____ Telephone_____Fax_____ Contractor License No (where residential work is involved)_____
ENVIRONMENTAL PLANNING INSTRUMENT UNDER WHICH THE DEVELOPMENT IS COMPLYING DEVELOPMENT AND	SEPP (exempt & complying development codes) 2008
IF THE DEVELOPMENT IS SPECIFIED AS COMPLYING DEVELOPMENT BY A DCP, REFERRED IN THAT INSTRUMENT, THE NAME OF THE DCP	
ASBESTOS The estimated area (if any), in square metres, of bonded asbestos material or friable asbestos material that will be disturbed, repaired or removed in carrying out the development	Bonded asbestos material _____ m² Friable asbestos material _____ m²
OCCUPANT NUMBERS Development involving the use of a building as an entertainment venue or a function centre, pub, registered club or restaurant	Proposed maximum number of persons proposed to occupy the building or part (at any one time) _____

REQUIRED ATTACHMENTS

- Schedule 4 must be completed and accompanied by information required to be submitted with the application for a construction certificate for proposed building and/or residential works

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Schedule 1 information to be
Collected for ABS Particulars of the proposal

DESCRIPTION

What is the area of the land (m^2)	
Gross floor area of existing building (m^2)	
What are the current uses of all or parts of the building(s)/land?	
(If vacant state vacant)	

Location	Use

Does the site contain a dual occupancy?	
What is the gross floor area of the proposed addition or new building (m^2)	
What are the proposed uses of all parts of the building(s)/land?	

Location	Use

Number of pre-existing dwellings	
Number of dwellings to be demolished	
How many dwellings are proposed?	
How many storeys will the building consist of?	

MATERIALS TO BE USED

Walls	Code		Roof	Code	
Brick veneer	12		Aluminium	70	
Full brick	11		Concrete	20	
Single brick	11		Concrete tile	10	
Concrete block	11		Fibrous cement	30	
Concrete/ masonary	20		fibreglass	80	
Concrete	20		Masonry/terracotta shingle tiles	10	
Steel	60		Slate	20	
Fibrous cement	30		Steel	60	
Hardiplank	30		Terracotta tile	10	
Timber/weatherboard	40		Other	80	
Cladding aluminium	70		Unknown	90	
Curtain glass	50				
Other					
Unknown	90				

Floor	Code		Frame	Code	
Concrete	20		Timber	40	
Timber	10		Steel	60	
Other	80		Other	80	
Unknown	90		Unknown	90	

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Schedule 2 – Existing Essential Fire Safety Measures
Part 1 of 2

Item No.	Existing Measure	Is this measure Installed in the Building? Yes / No	If yes, enter the current standard of performance (eg: ORD 70 Clause 19.2 or BCA Clause E1.5 & AS 2118.1-1999)
1	Access Panels, doors and hoppers to fire resisting shaft		
2	Automatic fail safe devices		
3	Automatic fire detection and alarm system		
4	Automatic fire suppression system (sprinkler)		
5	Automatic fire suppression system (others – specify)		
6	Emergency lighting		
7	Emergency lifts		
8	Emergency warning and intercommunication system		
9	Exit signs		
10	Fire control centres and rooms		
11	Fire dampers		
12	Fire doors		
13	Fire hydrant systems		
14	Fire seals (protecting openings in fire resisting components of the building)		
15	Fire shutters		
16	Fire windows		
17	Hose reel system		
18	Light weight construction		
19	Mechanical air handling systems		
20	Paths of travel stairways passageways or ramps		
21	Perimeter vehicle access for emergency vehicles		
22	Portable fire extinguishers		
23	Pressurising system		
24	Required (automatic) exit doors		
25	Safety curtains in proscenium openings		
26	Smoke and Heat Vents		
27	Smoke Control System		
28	Smoke dampers		
29	Smoke detectors and heat detectors		
30	Smoke doors		
31	Solid-Core doors		
32	Stand-By Power Systems		
33	Wall wetting sprinkler and drencher systems		
34	Warning and operational signs		
35	OTHERS - Specify		

This is an accurate statement of all existing Fire Safety Measures implemented in the whole building.

Signed …….....… (Owner/ Agent) Name …….. Date ….....……

Schedule 3 – Proposed Essential Fire Safety Measures

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Part 2 of 2

Item No.	Proposed New Measure	Is this measure Installed in the Building? Yes or No	If yes, enter the current standard of performance (eg: BCA Clause E1.5 & AS2118.1-1999)
1	Access Panels, doors and hoppers to fire resisting shaft		
2	Automatic fail safe devices		
3	Automatic fire detection and alarm system		
4	Automatic fire suppression system (sprinkler)		
5	Automatic fire suppression system (others – specify)		
6	Emergency lighting		
7	Emergency lifts		
8	Emergency warning and intercommunication system		
9	Exit signs		
10	Fire control centres and rooms		
11	Fire dampers		
12	Fire doors		
13	Fire hydrant systems		
14	Fire seals (protecting openings in fire resisting components of the building)		
15	Fire shutters		
16	Fire windows		
17	Hose reel system		
18	Light weight construction		
19	Mechanical air handling systems		
20	Paths of travel stairways passageways or ramps		
21	Perimeter vehicle access for emergency vehicles		
22	Portable fire extinguishers		
23	Pressurising system		
24	Required (automatic) exit doors		
25	Safety curtains in proscenium openings		
26	Smoke and Heat Vents		
27	Smoke Control System		
28	Smoke dampers		
29	Smoke detectors and heat detectors		
30	Smoke doors		
31	Solid-Core doors		
32	Stand-By Power Systems		
33	Wall wetting sprinkler and drencher systems		
34	Warning and operational signs		
35	OTHERS - Specify		

This is an accurate statement of all proposed Fire Safety Measures to be installed/ modified in the whole building.

Signed …….....…… (Owner/ Agent) Name …….....…….. Date ……

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Schedule 4 -
Information to be Attached to the Application

The following information must accompany applications for a complying development certificate for building and subdivision work. Please indicate the material you have attached by placing a cross in the appropriate boxes ☐:

Building Work

In the case of an Application for a Complying Development Certificate for **building work:**

☐ a) Copies of any compliance certificates relied upon.
☐ b) Four (4) copies of detailed plans

A site plan of the land must indicate:
- Location, boundary dimensions, site area and north point of the land;
- Existing vegetation and trees on the land;
- Location and uses of existing buildings on the land;
- Existing levels of the land in relation to buildings and roads; and
- 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 and a site plan. The general plan of the building is to:
- 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;
- include floor plans of proposed buildings showing layout, partitioning, room sizes and intended uses of each part of the building;
- include elevations and sections showing proposed external finishes and heights;
- show proposed finished levels of the land in relation to buildings and roads;
- show building perspectives, where necessary to illustrate the proposed 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).
- indicate proposed parking arrangements, entry and exit points for vehicles, and provision for movement of vehicles within the site, (including dimensions where appropriate);
- indicate proposed landscaping and treatment of the land, (indicating plant types and their height and maturity; and
- indicate proposed methods of draining the land.

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.

☐ c) Four (4) copies of the specification:

- to describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply; and
- 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.

☐ d) 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.

☐ e) If relevant, evidence of any accredited component, process or design sought to be relied upon.

☐ f) Where the application involves an alternative solution to meet the performance requirements of the BCA, the application must also be accompanied by a copy of the alternative solution.

☐ g) Except in the case 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.

☐ h) Payment of the Long Service Levy under section 34 of the *Building and Construction Industry Long Service Payments Act 1986* (or where such a levy is payable by instalments, the first instalment of the levy).

☐ i) A copy of the relevant BASIX certificate and such measures included on the general plan.

☐ j) Applications must be accompanied by a 149 (2) (5) certificate under the Environmental Planning and Assessment Act. This certificate is to be obtained from council

Change of Use or Classification

In the case of an Application for a Complying Development Certificate involving a **change of use or classification** under the Building Code of Australia and you are doing building work (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 any fire safety measures you propose to include in the building

☐ b) if you propose to alter, add to or rebuild a building that is already on the land, a list of the current fire safety measures that currently apply to the building

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

☐ c) details as to how the building will comply with the Category 1 fire safety provisions of the Building Code of Australia.

Home Owners Warranty Insurance

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 the 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 purpose of the definition of ***owner-builder work*** in section 29 of that Act.

iii) *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.