



Application For COMPLYING DEVELOPMENT CERTIFICATE

(Section 4.27 & 4.28, Environmental Planning & Assessment Act 1979)

Planning & Environment Division
PO Box 81
DUBBO NSW 2830
☎ (02) 6801 4000
Fax (02) 6801 4259
Email council@dubbo.nsw.gov.au

CDC Application No:

CD /

Parcel No:

Date application received:

 / /

The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PIIP Act). The supply of the information by you is not voluntary but is required by the Environmental Planning & Assessment Act, and in accordance with such Act and the Local Government Act, is required to be contained in a Public Register to which the public has right of access. This personal information may be supplied under certain circumstances to other public sector agencies e.g. Australian Bureau of Statistics, Australian Taxation Office, in accordance with the PPIIP Act. Enquiries may be directed to Council's Public Officer concerning the PPIIP Act or Council's Privacy Management Plan or your right of access to your personal information held by Council or its amendment.

Part 1 Site and Applicant Details

1. Location of the Proposed Development

Unit No House No Village/
Locality
Street
Property/Building Name

2. Land Title Description

We need this to correctly identify the land.

Lot(s) Section
Deposited Plan(s)
Other Strata Plan

3. Your (the Applicant's) Name

If you represent a company, apply in the company's name. State your position under 'Title - Other'.

Note: The Applicant for a CDC application cannot be the Builder/Principal Contractor unless they are also the owner of the land.

Title (Mr, Mrs, Miss, Ms, Dr etc)
Surname or company name
Given names
Name of contact person

4. Your Postal Address

.....
.....
.....
Postcode:

5. Your Contact Details

Phone (B) Mobile
Phone (H) Fax
Email

Part 2 Development Details

6. Development Proposal

Indicate the **type** of development proposed.

Tick the applicable box(s) below ↗
 Erection of a building Subdivision of land/building
 Carrying out of work Change of use/building use
 Demolition

7. Development Description

(eg Erection of dwelling, boundary realignment, change of use from a shop to another type of shop etc)

.....
.....
.....

8. Indicate the EPI this CDC proposal is made under

(EPI means an Environmental Planning Instrument)

Tick the relevant box below ↗

- SEPP (Exempt & Complying Development Codes) 2008** ↗
- Part 3 - Housing Code Part 2A - Transitional Housing Code - expires 13 July 2019
 - Part 3C - Greenfield Housing Code Part 3B - Low Rise Medium Density Housing Code
 - Part 4 - Housing Alterations Code Part 4A - General Development Code
 - Part 5 - Commercial & Industrial Alterations Code Part 5B - Container Recycling Facilities Code
 - Part 5A - Commercial & Industrial (New Buildings & Additions) Code
 - Part 6 - Subdivisions Code Part 7 - Demolition Code Part 8 - Fire Safety Code

SEPP (Infrastructure) 2007

SEPP

Has this proposal been checked against the Complying Development criteria and development standards stipulated under the aforementioned EPI?

- No** **Yes**

9. Will this proposal disturb, remove or repair any asbestos material?

Removal of more than 10 m² of asbestos material requires a contractor licensed under the WH&S Act to remove such material – see Notes for additional info.

- No** **Yes** – complete the applicable details below ↗

- Bonded asbestos material is present**
 Friable asbestos material is present

m² - **Estimated area of asbestos material that will be disturbed, repaired or removed as a result of the proposed works.**

Part 3 Building and Subdivision Details

10. What is the value of the building/subdivision work?

Estimated Cost/Value: (includes GST)

\$

The cost is required to be based upon the Contract value for the works, or if there is no contract involved, the cost based on current market rates, including standard labour costs, which would be applicable as if the works were being done under a Contract.

11. Are construction works involved?

- No - If no, go to Part 4** **Yes - Tick the appropriate box(s) below** ↗

- Building work**
 Subdivision work

12. Are you using a licensed builder?

To be completed only if there will be residential building work.

Note: If residential building work exceeds \$10,000 and is to be constructed by the Owner (including its supervision and co-ordination), an Owner/Builder's Permit will be required to be obtained from the Office of Fair Trading before any CD Certificate can be released.

NO If No, will the work be done by the Owner? **Yes** **No**

YES If Yes, complete the boxes below: ↗

Builder's Licensed Name:

Builder's Licence No.:

Builder's Contact Phone No.:

Builder's Postal Address:

Note: If you intend obtaining an Owner-Builder's Permit for works exceeding \$20,000, you will be required to have completed an Office of Fair Trading (OFT) approved training course before they will issue such Permit.

13. What are the building(s) main building materials?

EXTERIOR WALLS

- Single brick (11) Aluminium cladding (70)
- Brick veneer (12) AAC (20)
- Full brick (11) Steel (60)
- Concrete block (11) Weatherboard (timber) (40)
- Concrete (20) Weatherboard (cement fibre) (30)
- Curtain glass (50) Cement fibre sheeting (30)
- Mud/adobe/pise (80)
- Not Applicable Unknown (90)
- Other: (80)

FLOOR

- Timber (10) Concrete (20)
- Timber subfloor (10) Natural earth (80)
- Steel (80) Steel subfloor (80)
- Not Applicable Unknown (90)
- Other: (80)

ROOF

- Precoloured metal sheeting (60) Concrete Tile (10)
- Zinalume/gal sheeting (60) Terracotta Tile (10)
- Aluminium sheeting (70) Shingles (10)
- Fibreglass sheeting (80) Slate (20)
- Concrete (20)
- Cement fibre (30)
- Plastic sheeting (80)
- Not Applicable Unknown (90)
- Other: (80)

FRAME

- Timber (40) Steel (60)
- Reinforced concrete (80)
- Masonry (80)
- Not Applicable Unknown (90)
- Other: (80)

14. Proposal Details (for building works only)

Gross Floor Area of proposed addition/new building (m²): What is the area of the land (m²):
How many storeys (including underground storeys) in the proposed new building?
Is the new building to be attached to: An existing building? YES NO Any other new building? YES NO
Number of existing dwellings to be demolished: Number of pre-existing dwellings?:
How many new dwellings in the building are proposed? Does the site contain a dual occupancy?
Is the existing building provided with any existing fire safety measures? NO YES (If Yes, list the essential services with this application)
Are any new/additional fire safety measures to be provided? NO YES (If Yes, list the essential services with this application)

15. PC Nomination

To be completed only if there will be building or subdivision work involved.

Are you nominating Council as the Principal Certifier?

No Yes - If YES, please read below ↗

If nominating Council as the Principal Certifier (PC) for the proposed building/subdivision works, you must also complete an additional form titled “Appointment of Dubbo Regional Council as the Principal Certifier”.

Note: The appointment of the Principal Certifier cannot be made by the builder/principal contractor unless they are also the owner of the land.

Part 4

Signatures

16. Owner(s) Consent to Lodge this Application

The owner’s authorisation to lodge this application must be obtained if you are not the owner. This is a mandatory requirement of the Act.

All owners must sign.

Note: If the land is owned by a company, the signature of at least one executive/Director’s must be provided or the company seal affixed.

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

- (1) Grant permission for the Applicant to:
 - Submit amendments in relation to such application,
 - Make application for modification of any subsequent certificate,
 - Make application for any associated activity approvals; and
- (2) Grant permission for Council officers to enter upon such property in order to determine this application and undertake any associated inspections.

Owner(s) name: (Print)
.....
.....
Postal address:
.....
.....

Date:

/ /

Owner(s) signature:

.....
.....
.....

17. Applicant’s Declaration

Before signing, make sure you have addressed and completed all applicable questions on this form.

I apply for approval to carry out the Complying Development described in this application and authorise Council to issue the associated Complying Development Certificate. I also understand that:

- This application authorises Council officers to enter upon the subject land for the purpose of assessing and determining the application and to perform associated and subsequent inspections; and
- I am liable to pay for or rectify any damage caused to public roads, drains or footpaths arising from construction works associated with the development.

Date:

/ /

Applicant’s signature:

.....

Print applicant’s name:

.....
.....

Part 5

Checklist

● **Have you provided:**

- 2 copies of the **building & engineering** construction plans/drawings? Yes N/A
- 2 copies of the applicable supporting specifications, etc? Yes N/A
- 2 copies of the BASIX Certificate, if BASIX-affected development? Yes N/A
- 2 copies of the **subdivision** construction plans/drawings? Yes N/A
- + a PDF electronic version of all plans & documentation (on disc / flash-drive)? Yes N/A

● **Is a Builder's Insurance Indemnity Certificate required?**

- A Home Building Compensation Fund Insurance certificate (previously known as home warranty insurance) must be obtained for any 'residential building work' performed by a licensed builder or contractor which exceeds a contract value of \$20,000.*
- Yes No

● **Is an Owner/Builder's Permit required?**

- An Owner/Builder's Permit must be obtained from the Office of Fair Trading if the value of the 'residential building work' exceeds a market value of \$10,000.*
- Yes No

Note: If you intend obtaining an Owner-Builders Permit for works exceeding \$20,000, you will be required to have completed an Office of Fair Trading (OFT) approved training course before they will issue such Permit. A valid construction induction card must also be provided as part of any application to the Office of Fair Trading for an Owner-Builder Permit.

● **Is a Long Service Leave Levy payment required?**

- The Long Service Leave Levy (0.35%) applies to all building/construction work costing ≥\$25,000*
- Yes No

Note: An exemption claim for up to 50% of the paid Levy can be made by owner-builder permit holders, churches and non-profit organisations to the Long Service Payments Corporation within three (3) months of such payment. Exemption claim forms are available from the Corporation's website at <http://www.lspc.nsw.gov.au> or Council's Customer Service Centre.

● **For Building Works - Have you attached:**

- | | Yes | N/A | Office Use |
|--|--------------------------|--------------------------|--------------------------|
| • Detailed architectural plans showing floor plans, elevations, site plan, sections, heights, levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Detailed specification describing the materials and manner of construction of the building | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Geotechnical investigation/assessment report including site classification | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Engineering design drawings | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Details of the sewage management system if gravity sewer is not available | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Details of water supply and storage if Council's reticulated water supply is not available | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Stormwater drainage design details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Soil and water management plan, including soil and erosion control works | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Plan of site levels/contours and proposed cut/fill | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Design details for wind bracing and uplift including design wind category | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Landscape design plan | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • BASIX Certificate if BASIX Affected Development | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Design details for flood-resistant construction and floor levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Fire services design drawings and calculations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • A list of existing & proposed <i>statutory fire safety measures</i> serving the building | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • A written Assessment of the need to fence the building site to prevent public access | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Interior design detail for food premises, hair/beauty salons | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Disabled toilet(s) design plan and elevations drawn to a scale of 1 in 20 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Evidence of any accredited component, process or design sought to be relied upon | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

● **For Subdivision Works - Have you attached:**

- | | Yes | N/A | Office Use |
|--|--------------------------|--------------------------|--------------------------|
| • Original plan of subdivision prepared by a registered surveyor and 2 copies of the original plan | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Detailed subdivision engineering plans | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • A certificate of compliance from the relevant water supply authority (where applicable) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Details of the existing and proposed subdivision pattern (including the number of lots and location of roads) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Details of consultation with public authorities responsible for provision or amplification of utility services required by the proposed subdivision | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Existing and finished ground levels | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Copies of any compliance certificates relied upon | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Two (2) copies of detailed engineering plans. The detailed plans may include but are not limited to the following: | | | |
| earthworks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| roadworks/ road pavement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| stormwater drainage | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| sewerage works | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| landscaping works | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| erosion control works | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| road furnishings | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| water supply works | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Where the subdivision work involves a modification to previously approved plans, the new plans must be coloured/marked to the satisfaction of the certifying authority to adequately distinguish the modification. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

APPOINTMENT OF DUBBO REGIONAL COUNCIL AS THE PRINCIPAL CERTIFIER

The personal information collected on this form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIP Act). The supply of the information by you is not voluntary but is required by the Environmental Planning & Assessment Act, and in accordance with such Act, is required to be contained in a Public Register to which the public has right of access. This personal information may be supplied under certain circumstances to other public sector agencies in accordance with the PPIP Act. Enquiries may be directed to Council's Public Officer concerning Council's Privacy Management Plan or your right of access to your personal information as held by Council or its amendment.

Note: The appointment of the Principal Certifier cannot be made by the Builder/Principal Contractor unless they are also the owner of the land upon which the subject building work will be undertaken.

I, _____
(Applicant's full name - please print)

being the Applicant, authorise and appoint Dubbo Regional Council as the **Principal Certifier** for the following building work / change of use pursuant to section 6.6 of the EP&A Act 1979:

(Proposed building works)

at _____
(Property description/location)

For the purposes of this Notice of Appointment:

- **Principal Certifier:** means Dubbo Regional Council including its officers and staff or other employees authorised to act on its behalf.
- **Applicant:** means the person entitled to act upon the complying development certificate to which the subject building works relate.
- **Agent:** means the builder, clerk of works, supervisor, contractor or other persons engaged by the Applicant to undertake the construction of the subject building work for or on behalf of the Applicant, whether in part or as a whole.

The **Applicant** acknowledges and accepts that as a requirement of its appointment, the **Principal Certifier** has specified the following conditions to which the **Applicant** and his/her agents must comply.

Conditions of Appointment:-

- The **Applicant** is to ensure its **agent** erects upon the subject building site, the required building contractor's sign as specified under the Environmental Planning & Assessment Regulation 2000, prior to building work commencing. Such sign shall include the Council's name (Dubbo Regional Council) as the appointed **Principal Certifier** for the work and the following telephone number as its contact number- 6801 4000.
- The **Applicant** and its agent will obtain any other necessary concurrence or approval required by Telstra, Essential Energy, AGL, Council or other relevant service/regulatory authority; and where the development comprises residential building work, to provide to the **Principal Certifier** evidence that the **Applicant's** builder is licensed and insured, or an owner-builder permit has been obtained, prior to commencement of the work.
- Where an alteration or amendment is proposed to the project, the alteration/amendment will be discussed with the **Principal Certifier** prior to inclusion. The **Applicant** accepts that the **Principal Certifier** may refuse consent to the alteration and may require the obtaining of a Development Consent & Construction Certificate or modification of the existing Complying Development Certificate.
- The **Applicant** will ensure that access to the site is not inhibited in any way to the **Principal Certifier** for the purposes of undertaking the nominated inspections and any subsequent re-inspections arising from them.

- A number of inspections, which are generally listed below, are required to be undertaken by the **Principal Certifier** for the purposes of the **Principal Certifier** satisfying itself that during specific stages of the development's construction the nominated work is being erected in accordance with its Construction Certificate. The **Applicant** agrees that he/she or its **agent** will give not less than twenty-four (24) hours prior notice for each nominated inspection, and that the subject works will not be covered until the inspection has been performed and the work passed by the **Principal Certifier**.

INSPECTIONS REQUIRED:

(Will be dependent upon the specific nature of the proposed work and its prescribed critical stage inspections)

1. Site inspection prior to commencement of building work;
 2. Strip footings/blob footings/pier holes with reinforcement in position;
 3. Floor slab with reinforcement in position;
 4. Frame before erection of cladding/wall linings/ceiling linings;
 5. Prior to covering of waterproofing in wet areas;
 6. Prior to covering of stormwater connection;
 7. Final upon building reaching completion stage prior to occupation/use
 8. Water plumbing (undertaken by Council as the Water Authority); and
 9. Internal/external sanitary plumbing and drainage (undertaken by Council as the Sewerage Regulatory Authority).
- The **Applicant** accepts the responsibility to ensure that its **agents** are made aware of the necessity for the inspections to be carried out prior to covering, and where the inspections find that the project has deficiencies, that all necessary steps will be taken to ensure that the alterations required are undertaken to allow the project to continue.
 - Where directed by the **Principal Certifier** that remedial work is required, such remedial work will be performed and the **Principal Certifier** notified upon completion of the rectification work. Where a re-inspection is required by the **Principal Certifier** to ascertain such rectification works have been adequately performed, the **Applicant** agrees that a further fee may be imposed for each subsequent inspection, to be paid prior to the inspection being carried out or prior to issue of the occupation certificate.
 - The **Applicant** agrees that in the case where the development constitutes building works, the building will not be occupied prior to the issue of an Occupation Certification by the **Principal Certifier**. The **Applicant** accepts full responsibility for any action required to obtain an Occupation Certificate and will take all reasonable steps to ensure that the appropriate inspections, fire safety certificates and conditions of the Complying Development Certificate are conducted, obtained and complied with to allow issue of the occupation certificate.
 - Where the nature of the proposed building work necessitates the obtaining of Initial and Final Fire Safety Reports from Fire & Rescue NSW (formerly the NSW Fire Brigades) under clauses 144 & 152 of the EP&A Regulation, the **Applicant** undertakes to pay or reimburse the **Principal Certifier** the fees and charges so imposed by Fire & Rescue NSW for the provision of such services.

Where an inspection finds areas of non-compliance with the provisions of the Building Code of Australia, Complying Development Certificate, or other relevant standard, the **Principal Certifier** will notify the **Applicant** or its **agent** of the findings of the inspection to permit rectification.

The **Applicant** agrees to the conditions of this Notice of Appointment and will undertake to have the project completed in accordance with all the necessary standards and regulations including its Complying Development Certificate.

This Appointment takes effect upon the **Applicant** making his/her signature below.

(Applicant's signature)

(Date)

Notes for Completing an Application for a Complying Development Certificate

- Note 1** A 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
 - location and uses of buildings on sites adjoining the land.
- Note 2** Plans or drawings describing the proposed development must indicate (where relevant):
- 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
 - floor plans of proposed buildings showing layout, partitioning, room sizes and intended uses of each part of the building
 - elevations and sections showing proposed external finishes and heights
 - proposed finished levels of the land in relation to buildings and roads
 - building perspectives, where necessary to illustrate the proposed building
 - proposed parking arrangements, entry and exit points for vehicles, and provision for movement of vehicles within the site (including dimensions where appropriate)
 - proposed landscaping and treatment of the land (indicating plant types and their height and maturity)
 - proposed methods of draining the land.
- Note 3** The following information must also accompany a complying development certificate application for building or subdivision work and change of building use:

Building Work

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

- copies of compliance certificates relied upon
- three (3) 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
- 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
- if relevant, evidence of any accredited component, process or design sought to be relied upon
 - NB** *If an EPI provides that complying development must comply with the deemed-to-satisfy provisions of the BCA a CDC cannot authorise compliance with alternative solutions to the performance requirements corresponding to those deemed-to-satisfy provisions*
- 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.

Subdivision Work

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

- details of the existing and proposed subdivision pattern (including the number of lots and location of roads)
- details of consultation with public authorities responsible for provision or amplification of utility services required by the proposed subdivision
- existing and finished ground levels
- copies of compliance certificates relied upon

Notes for Completing an Application for a Complying Development Certificate - continued

Subdivision Work continued:

e) 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

f) 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.

Change of Building Use

In the case of an application for a complying development certificate for a **change of building use** (except for an application that, if granted, would authorise the building concerned being used as 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 in connection with the proposed change of building use.
- 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 those measures concerned.

Note 4 Other information must indicate (where relevant):

a) in the case of shops, offices, commercial or industrial development:

- details of hours of operation
- plant and machinery to be installed
- type, size and quantity of goods to be made, stored or transported, loading and unloading facilities

b) in the case of demolition:

- details of age and condition of buildings or works to be demolished

c) in the case of advertisements:

- details of the size, type, colour, materials and position of the sign board or structure on which the proposed advertisement is to be displayed

d) in the case of development relating to an existing use:

- details of the existing use

e) in the case of a development involving the erection of a building, work or demolition:

- details of the methods of securing the site during the course of construction.

Note 5 Home Building Act Requirements

In the case of an application for a complying development 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.

Note 6 Long Service Levy

Under s 85A (10A) of the *Environmental Planning and Assessment Act 1979* a complying development certificate cannot be issued until any long service levy payable 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) has been paid. Dubbo Regional Council is authorised to accept levy payments.

Note 7 Asbestos Removal

If the proposed building/demolition work involves the removal of asbestos material exceeding 10 m², the Complying Development Certificate is required to be conditioned with the following requirements which the Owner/Applicant must observe and comply with-

- A person licensed under the Work Health & Safety Act must undertake the asbestos removal work;
- The principal certifying authority must be provided with a copy of a signed contract evidencing the engagement of the licensed asbestos removalist, before the building/demolition work commences, and
- Such contract must indicate whether any bonded asbestos material or friable asbestos material will be removed, and if so, must specify the landfill site (that may lawfully receive asbestos) to which the asbestos material is to be delivered.

bonded asbestos material means any material (other than friable asbestos material) that contains asbestos.

friable asbestos material means any material that contains asbestos and is in the form of a powder or can be crumbled, pulverised or reduced to powder by hand pressure when dry.