

Combined application for DEVELOPMENT CONSENT and CONSTRUCTION CERTIFICATE

Class 1 and Class 10 buildings only
excluding dual occupancies and secondary dwellings

(Single dwellings, garages, fences, swimming pools, garden sheds and the like)

(Section 78A and 81A, Environmental Planning and Assessment Act, 1979)

C	D
Construction Certificate Application No	Development Application No

Parcel No(s):

Date of lodgement:

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 (PPIP Act). The supply of the information by you is not voluntary but is required by the Environmental Planning and Assessment Act and, in accordance with such Act, is required to be contained in a Public Register to which the public has the right of access. This personal information may be supplied under certain circumstances to other public sector agencies eg Australian Bureau of Statistics, Australian Taxation Office, in accordance with the PPIP Act and GIPA Acts. Enquiries may be directed to Council's Public Officer concerning the PPIP 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 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 the CC component of this application cannot be the Builder/Principle Contractor unless they are also the owner of the land.

Title Mr Mrs Miss Ms Other

Surname

Given names

Company:

Company contact person

4. Your postal address

Postcode

5. Your phone or fax number

Phone BH() Phone AH()

Fax () Mobile

Email

Part 2 Development Details

6. What is the estimated cost of the development?

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.

7. Development description

Tick the box(s) which are applicable:

- Erection of a new dwelling
- Erection of a new structure
- Installation of a swimming pool
- Additions/extensions to existing building
- Internal alterations to existing building
- Demolition
- Change of building use (eg garage conversion)

Describe in more detail the building works proposed:

(eg Erect dwelling and detached garage; install inground swimming pool; erect pergola and carport; sunroom addition to dwelling; demolish garage etc)

.....

.....

.....

.....

8. Are you also seeking an approval under the Local Government Act, 1993?

You can apply with this Development Application to seek an approval for any of the listed activities which require approval under Section 68 of the Local Government Act, 1993.

However, the documentation specified in the Regulations under the Local Government Act must also accompany this application

No **Yes** - Tick the appropriate box(s) below:

- Install a manufactured home, moveable dwelling or associated structure
- Place a waste storage container in a public place
- Install a domestic oil or solid fuel heating device
- Install, construct or alter a waste treatment device, including onsite disposal of swimming pool backwash (non-sewered areas)
- Install, construct or alter a human waste storage facility
- Install a temporary structure
- Carry out sewerage work
- Carry out stormwater drainage work
- Carry out water plumbing work

NOTE: The documentation required for Council to process and assess the relevant Activity (including that specified in the Regulations under the Local Government Act) must also be submitted with this application.

9. Is this application for Integrated Development?

Nominate the additional approvals to be obtained from the administering approval bodies.

No **Yes** - Tick the appropriate box(s) below:

- Heritage Act 1977* s 58
- Water Management Act 2000* S89, 90, 91
- Roads Act 1993* s 138
- Rural Fires Act 1997* s 100B

◆ Indicates a Nominated Integrated Development which must be advertised

NOTE: An application for Integrated Development must include:

- a) Sufficient information to permit the approval body to assess the application
- b) An additional fee of \$320 (amount as from 1/7/2011) is applicable for each approval body. Council requires a separate cheque to be made out to these bodies
- c) Additional copies of plans as determined by Council.

10. Does this development require advertising?

No **Yes**

11. Threatened Habitat Assessment

Tick **ONLY one (1) box** to indicate the threatened habitat assessment which is applicable to the proposed development.

Indicate which of the following assessments are applicable:

- ➔ Is the land, or part of it, a Critical Habitat? Yes No
- ➔ Is the development likely to significantly affect threatened species, populations or ecological communities or their habitats? Yes No

Note: A more comprehensive environmental assessment **must be submitted** with this application, in the form of a **Statement of Environmental Effects**.

12. Staged development?

Are you applying for development consent in stages?

No
 Yes ➤ Attach information which describes the stages of your development.

13. Is Home Building (Warranty) insurance required?

Yes **No**

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.

14. Is a Long Service Leave Levy payment required?

Yes **No**

The Long Service Leave Levy (0.35%) applies to all building work costing \$25,000 and above.

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.

15. Are you using a licensed builder?

To be completed only if the proposed building will be *residential building work* – as defined under the Home Building Act 1989.

YES If yes, complete the boxes below:

Builder's licensed name:

Builder's licence no:

Builder's phone no:

Builder's postal address:

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

Name of principle contractor:

Note: If you intend obtaining an Owner-Builders Permit for works exceeding \$20,000 (as from 15 January 2015), you will be required to have completed an Office of Fair Trading (OFT) approved training course before they will issue such Permit.

Note: For 'Residential Building Work' an Owner-Builder Permit is required if the owner of the property intends to undertake the construction work (including supervising and co-ordinating) and the market value of the proposed work is greater than \$10,000 (as from 15 January 2015). A valid construction induction card must be provided as part of any application to the Office of Fair Trading for an Owner-Builder Permit.

16. What are the building(s)'s main building materials?

EXTERIOR WALLS

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

FLOOR

- Timber (40)
- Timber subfloor (40)
- Steel (80)
- Not applicable
- Other: (80)
- Concrete (20)
- Natural earth (80)
- Steel subfloor (80)
- Unknown (90)

ROOF

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

FRAME

- Timber (40)
- Reinforced concrete (80)
- Masonry (80)
- Not applicable
- Other: (80)
- Steel (60)
- Aluminium (70)
- Unknown (90)

17. Individual building floor area and development details

Proposed Building	Floor Area (m ²)	BCA Class	Individual Value	Proposed Building	Floor Area (m ²)	BCA Class	Individual Value

How many new dwellings in the building are proposed? Number of existing dwellings to be demolished:

18. Please list ALL documents accompanying this application:

(Schedule 1 EP&A Reg. 2000)

.....

.....

.....

(If insufficient room, please attach a separate list identifying the accompanying documents)

19. Have you provided?

- THREE (3) hardcopies of the building's **construction plans/drawings?** **YES** **NO**
 - At least TWO (2) hardcopies of the applicable **Specifications** for the building? **YES** **N/A**
 - A completed copy of the **Statement of Environmental Effects?** **YES**
 - At least TWO (2) hardcopies of any related **engineering drawings etc?;** **YES** **N/A**
 - TWO (2) hardcopies your **BASIX Certificate** (for all new dwellings; alterations to dwellings ≥\$50,000; and swimming pools ≥40,000 litres)? **YES** **N/A**
- or** TWO (2) Hardcopies of all of the above + PDF electronic version (on disc)? **YES** **NO**

20. PCA nomination

No **Yes** - If yes, please read below.

Are you nominating Council as the Principal Certifying Authority (PCA) for the proposed building works?

If nominating Council as the Principal Certifying Authority for the proposed building works, you must also complete an additional form titled '**Appointment of Dubbo Regional Council as the Principal Certifying Authority**'.

Note: The appointment of the Principle Certifying Authority (PCA) cannot be made by the Builder/Principle Contractor unless they are also the owner of the land.

21. Are you the sole owner of the land? Yes No If no, please ensure Q22 is completed.

22. Consent of ALL owners 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 give consent to the lodgement of this application.

Note: If the land is owned by a company, the application must be executed using the Company Seal or have at least one of the Company's Directors' signatures.



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 Activity Approvals associated with the development;
 - Make application for an Occupation Certificate(s);
 - Make application for review/modification of any subsequent consent and/or certificate, and
- (2) Grant permission for Council officers to enter upon such property in order to assess this application and undertake associated and subsequent inspections.

SIGNATURE(s):

Four horizontal dotted lines for signature entry.

DATE:

Box for date with slashes: / /

NAME(s) (Please print):

Title: Mr / Mrs / Miss / Ms / Dr

Surname:

Given names:

Company:

23. Applicant's declaration

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

I apply for a Development Consent and Construction Certificate in respect of the development/building works described in this application, and I declare that to the best of my knowledge and belief, the information supplied is correct and complete. I also understand that:

- Personal information, provided on/with this application will be available to be accessed by the public pursuant to the EP & A Act and the GIPA Act. The subject Acts permit members of the public to obtain extracts of the application's determination and of certain accompanying documentation.
- I am not entitled to copyright and am taken to have indemnified all persons using the application and documents in accordance with the Act against any claim or action in respect of breach of copyright (cl 57, EP & A Reg. 2000).
- This application authorises Council officers to enter the property to perform inspections associated with its processing, determination and compliance.
- I am liable to pay for/rectify any damage caused to Council property eg roads, drains etc arising from construction works associated with the proposed development.

Signature:

Four horizontal dotted lines for signature entry.

Date:

Box for date with slashes: / /

Name if not the Applicant:

Capacity if not the Applicant:

24. The Application must be accompanied by the following documentation:

For the overall development which comprises this Development Application:	Yes	N/A	Office use only
1. Local Environmental Plan considerations. A written submission addressing the relevant provisions of the applicable LEP, including:			
• That the development is Permissible under the LEP,	<input type="checkbox"/>		<input type="checkbox"/>
• That the development meets the Objectives of the LEP,	<input type="checkbox"/>		<input type="checkbox"/>
• That the development meets specific provisions of the LEP (eg conservation areas, flooding etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Development Control Plan considerations. A written submission addressing the relevant provisions of the applicable DCP including:			
• That the development meets the Objectives and Performance Criteria of the DCP,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• That the development meets the Acceptable Solutions of the DCP where applicable,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Details of any departures from the DCP and justification for such departures,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Provision of a Site Analysis Plan where required by the DCP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Compliance with Previous Development Consent Conditions. If the subject development is part of a Staged development, the extent of compliance with any previous development conditions which apply to the development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. A Statement of Environmental Effects	<input type="checkbox"/>		<input type="checkbox"/>
5. All development applications for new Dwellings (class 1) including conversions, must be accompanied by a BASIX Certificate			
6. All development applications for Adds/Alts to Dwellings ≥ \$50,000 must be accompanied by a BASIX Certificate			
7. All development applications for Swimming pools having a volume of ≥ 40,000 L must be accompanied by a BASIX Certificate			
– BASIX Affected development cannot be accepted without its BASIX Certificate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Have you ascertained whether any of Council's section 94/64 Contribution Plans apply to the proposed development?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
– Certain developments invoke a monetary contribution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For the building work which comprises this Construction Certificate application:	Yes	N/A	Office use only
1. Detailed plans of the building. The plans must be drawn to a suitable scale and consist of a general plan and site plan:			
• Site Plan , which must indicate the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Location, boundary dimensions, and north point of the land,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- The location of any existing and proposed buildings on the land,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Dimensioned clearances of the proposed building from the boundaries and existing buildings,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Proposed finished floor levels of the building,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Proposed finished levels of the land, indicating the proposed method of draining stormwater from and around the building to its point of discharge,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Existing levels of the land in relation to buildings and roads,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Proposed erosion and stormwater management controls during construction,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Any proposed areas of cut and fill and there relative depths,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Any proposed retaining walls and fencing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- The location of any known utility services within the allotment eg sewer and water mains etc,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- The location of any known easements within the allotment eg sewer, R.O.W. etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• General Plans of the building , which must indicate the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- A dimensioned floor plan of each level of the proposed building showing layout, partitioning, room sizes and intended uses of each part of the building,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- A dimensioned drawing of each elevation of the proposed building,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- A dimensioned section through the proposed building,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- All dimensions shown on the plans are to be in metric,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Where the works involve alterations, additions or extensions to an existing building, the plans must clearly indicate which works constitute the changes you propose to make, by colouring or other means,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Where applicable, location and type of wind bracing and the site's wind classification,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- The fire safety and fire resistance measures (if any), and their height, design and construction,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Detailed engineering plans applicable to the building.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Geotechnical investigation applicable to the building site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Detailed Specifications of the building. The specifications are to:			
- 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,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- State whether the materials proposed to be used are new or if second hand, give details of.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Details of the Fire Safety Measures:			
- A list of any existing and proposed fire safety measures associated with the building and site,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Evidence of any accredited component, process or design on which you seek to rely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Where you propose to meet the performance requirements of the BCA by using an alternative solution to the deemed-to-satisfy provisions of the BCA:			
- A list of the performance requirements you will meet by using the alternative solution,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- The details of the assessment methods you will use to meet those performance requirements,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. A Long Service Levy payment is required to construct the building, unless:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• A long service levy has already been paid for the building – evidence must be submitted;			
• The cost of construction is not more than \$25,000;			
• The building will be constructed for a Public Authority and the work undertaken by persons employed by that Public Authority.			
Note: An exemption for up to 50% of the Levy can be made by a church, non-profit organisation and owner-builder where it will be built wholly/partly by voluntary labour.			

Special submission requirements for certain types of building works:	Yes	N/A	Office use only
• Where the land is flood-prone, design/structural details for flood-resistant construction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If the development is located on Bush Fire Prone Land and constitutes residential work:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- A bush fire assessment detailing compliance/deviations from <i>Planning for Bush Fire Protection, 2006</i> .			

From 1 July 2005, if you are building a new home you must submit a BASIX Certificate with your Development Application. From 1 July 2007, a BASIX Certificate applies to additions or alterations to dwellings with a construction value of or more than \$50,000 and to swimming pools with a capacity of or greater than 40,000 litres. It does not include development such as a garage, storeroom, carport, gazebo, verandah or awning.

What is BASIX?

BASIX – the Building Sustainability Index – measures the potential performance of new residential dwellings against sustainability indices.

By applying practical measures to the design of a new home, BASIX ensures there is the potential to save energy and water – saving you money on your bills and protecting the environment.

BASIX ensures each dwelling design meets the NSW Government's targets in reduction of water consumption and greenhouse gas emissions, compared with the average home.

What is a BASIX Certificate?

A BASIX Certificate is a certificate issued by the Director-General of the Department of Planning and Infrastructure relating to the sustainability of a proposed dwelling. A BASIX Certificate contains three main parts:

- A description of the proposed development, corresponding in all relevant respects with the development described in the accompanying application;
- A list of the commitments which the applicant has made as to the manner in which the development will be carried out; and
- A statement to the effect that the proposed development will meet the Government's sustainability requirements, if the commitments are fulfilled.

How to get a BASIX Certificate

Your building designer can do this for you, or you can do it yourself. As of 1 July 2011 a fee is now charged by the Department of Planning & Infrastructure for the generation of a BASIX Certificate.

1. Go to www.basix.nsw.gov.au and login to the BASIX assessment tool.
2. Complete the assessment form by entering the design details of the home. The tool demonstrates how the proposed design is scoring, according to its potential to save energy and water.
3. Once the design meets the targets, you can generate your BASIX Certificate upon payment of the Department's fee.
4. The commitments nominated on the BASIX Certificate must now be clearly marked on the respective Development and Construction Certificate plans you intend to lodge for approval – you will need your building designer to do this for you.
5. Lodge your BASIX Certificate with your application documentation.

A certificate will not be issued by the website unless the applicant has selected sufficient commitments (from within the range offered by the BASIX tool) to ensure that the development meets the State's targets for reducing mains-supplied potable water consumption and greenhouse gas emissions, and for improving the development's thermal performance.

Certain BASIX commitments to be shown on plans

A BASIX Certificate may provide that certain commitments are to be shown on the plans which accompany a Development Application. If it does, then those commitments must be shown on the respective DA and CC plans.

Changes to BASIX commitments prior to determination

An applicant may alter its BASIX commitments before its DA is determined, by lodging a new BASIX Certificate with the consent authority or certifying authority. Note: This may also necessitate alteration of the plans in order to specify any revised/new commitments specified by the new BASIX Certificate.

If the applicant alters its DA prior to determination, it is required to lodge a new BASIX Certificate which takes account of that alteration.

Prescribed condition of development consent

It is a prescribed condition of any development consent granted for development to which BASIX applies, that BASIX commitments be complied with.

If a development consent is granted, the commitments to be complied with are:

- Those listed in the BASIX Certificate that applied when the consent was granted; or
- If a replacement BASIX Certificate was lodged with the application for a Construction Certificate, the commitments listed in that certificate.

STATEMENT OF ENVIRONMENTAL EFFECTS

This form is designed to assist in the lodgement of Development Applications for **minor forms of residential and rural development including new and additions/alterations to single dwellings, garages, carports, fences, rural sheds and the like**. Other forms of development will require the preparation of a more detailed Statement of Environmental Effects SEE).

If unsure about any of the details required it is recommended that you contact Council's Environmental Services Division by telephoning (02) 6801 4000 to discuss your proposal with the Duty Building Surveyor.

MATTERS FOR CONSIDERATION	YES	/	NO
	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
<small>(Matters for consideration pursuant to Section 79C of the Environmental Planning and Assessment Act 1979)</small>			

(a) Compliance with relevant environmental planning instruments
(ie Local Environmental Plans (LEPs), draft LEPs, Development Control Plans (DCP))

		YES	NO
(i)	Is the land zoned residential or rural? <small>(Note: If unsure, check with Council's Environmental Services Division or obtain a S149 Zoning Certificate from Council)</small>	<input type="checkbox"/>	<input type="checkbox"/>
(ii)	Does the proposal relate to a new and/or additions/alterations to a single dwelling-house, garage, carport, fence, out-building, rural shed or the like? <small>(If NO, this SEE form is not appropriate for the proposed development)</small>	<input type="checkbox"/>	<input type="checkbox"/>
(iii)	Is the proposal permissible within the zone?	<input type="checkbox"/>	<input type="checkbox"/>
(iv)	Does Council's Development Control Plan 2013 (DCP) apply to the land or proposed development? <small>(a copy can be viewed & downloaded at: http://www.dubbo.nsw.gov.au/_literature_119282/Development_Control_Plan_2013)</small>	<input type="checkbox"/>	<input type="checkbox"/>
(v)	If yes, does the proposal comply with the relevant Acceptable Solutions of the DCP?	<input type="checkbox"/>	<input type="checkbox"/>
(vi)	If no, is a departure submitted addressing the Performance Criteria of the DCP?	<input type="checkbox"/>	<input type="checkbox"/>

(b) Likely impacts of the development, including environmental impacts on both the natural and built environments of the locality

		YES	NO
(i)	Will the proposal result in the loss of any vegetation from the site?	<input type="checkbox"/>	<input type="checkbox"/>
(ii)	If yes, outline details and identify on site plan.		

STATEMENT OF ENVIRONMENTAL EFFECTS – Cont.

- | | | YES | NO |
|--------|--|--------------------------|--------------------------|
| (iii) | Are any landscaping works proposed on the land? | <input type="checkbox"/> | <input type="checkbox"/> |
| (iv) | If yes, please describe the proposed works and detail what existing trees/vegetation is to be removed/retained or show details on the site plan.
<hr/> <hr/> <hr/> | | |
| (v) | Does the proposal involve excavation or filling of the site? | <input type="checkbox"/> | <input type="checkbox"/> |
| (vi) | If yes, outline details and/or identify on plans.
<hr/> <hr/> <hr/> | | |
| (vii) | Is vehicular access available from the street/road? | <input type="checkbox"/> | <input type="checkbox"/> |
| (viii) | Outline details of vehicular access and parking arrangements (ie location, carparking, etc)
<hr/> <hr/> | | |
| (ix) | Will the proposal impact on adjoining residences?
<i>(Consider overshadowing, overlooking, drainage impacts, etc)</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| (x) | If yes, outline where possible building works are proposed to be sited on the land to demonstrate the relationship to existing building <i>(ie distances from the boundaries etc)</i> . These details should be shown on the site plan.
<hr/> <hr/> | | |

(c) Suitability of the site for the development

- | | | YES | NO |
|-------|---|--------------------------|--------------------------|
| (i) | Is the area an established residential area? | <input type="checkbox"/> | <input type="checkbox"/> |
| (ii) | Are existing utility services available and adequate to serve the development (ie water, sewerage, telephone, gas, stormwater and garbage)? | <input type="checkbox"/> | <input type="checkbox"/> |
| (iii) | If no, what alternative arrangements are proposed?
<hr/> <hr/> | | |
| (iv) | Is the subject site identified as being Bushfire Prone Land? | <input type="checkbox"/> | <input type="checkbox"/> |
| (v) | If yes, have you provided any details and relevant self-assessment forms available from the NSW Rural Fire Service website? | <input type="checkbox"/> | <input type="checkbox"/> |
| (vi) | Are there any other matters relating to your proposed development or use, such as management details, operating or construction hours, noise etc? | <input type="checkbox"/> | <input type="checkbox"/> |
| (vii) | If yes, please specify:
<hr/> <hr/> | | |

DUBBO REGIONAL COUNCIL

APPOINTMENT OF DUBBO REGIONAL COUNCIL AS THE
PRINCIPAL CERTIFYING AUTHORITY

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 and GIPA 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 Certifying Authority (PCA) 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 Certifying Authority** for the following development (erection of building) pursuant to s109E of the EP&A Act 1979:

.....
(Proposed building works)

at
(Property description and location)

For the purposes of this Notice of Appointment:

- **Principal Certifying Authority:** 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 development consent and construction certificate to which the subject building works relate, and includes the owner of the land, and where authorised by the owner of the land, the person(s) by which the application for the development consent/ construction certificate was made, but excludes the Builder/Principal Contractor if they are not also the owner of the land.
- **Principal Contractor:** for building work means the person responsible for the overall co-ordination and control of the carrying out of the building work but does not include an owner-builder.
- **Agent:** means the Principal Contractor, builder, clerk of works, supervisor, contractor or other person 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 Certifying Authority** 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 principal contractor's sign as specified under the Environmental Planning and Assessment Regulation 2000, prior to building work commencing. Such sign shall include the Council's name (Dubbo Regional Council) as the appointed **Principal Certifying Authority** for the work and the following telephone number as its contact number - 6801 4000. (Council has available an adhesive sticker for such purposes which may be obtained free of charge from its Environmental Services Division).
- A number of inspections, which are/will be listed in Council's Conditions of Development Consent for the subject building work, are required to be undertaken by the **Principal Certifying Authority** for the purposes of the **Principal Certifying Authority** 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 **agents** 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 Certifying Authority**.

INSPECTIONS THAT TYPICALLY MAY BE REQUIRED

(Will be dependant 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 Delegated Regulator); and
 9. Internal/external sanitary plumbing and drainage (undertaken by Council as the Delegated Regulator).
- The **Applicant** accepts the responsibility to ensure that its **agent** and in particular, the **Principal Contractor**, 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.
 - The **Applicant** will ensure that access to the site is not inhibited in any way to the **Principal Certifying Authority** for the purposes of undertaking the nominated inspections and any subsequent re-inspections arising from them.
 - The **Applicant** and its **agent** will obtain any other necessary concurrence or approval required by Telstra, AGL, Essential Energy, Council or other relevant service/regulatory authority; and where the development comprises residential building work, to provide to the **Principal Certifying Authority** 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 directed by the **Principal Certifying Authority** that remedial work is required, such remedial work will be performed and the **Principal Certifying Authority** notified upon completion of the rectification work. Where a re-inspection is required by the **Principal Certifying Authority** 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.
 - Where an alteration or amendment is proposed to the project (including the obtaining of a new BASIX Certificate), the alteration/amendment will be discussed with the **Principal Certifying Authority** prior to inclusion. The **Applicant** accepts that the **Principal Certifying Authority** may refuse consent to the alteration and may require the submission of a further Construction Certificate or modification to the existing Construction Certificate and/or Development Consent.
 - 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 Certifying Authority**. 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 development consent are conducted, obtained and complied with to allow issue of the Occupation Certificate.

Where an inspection finds areas of non-compliance with the provisions of the Building Code of Australia, Development Consent or Construction Certificate or other relevant standard, the **Principal Certifying Authority** 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 Development Consent and Construction Certificate.

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

(Applicant's signature)

(Date)