



Contact Details:

Postal Address: Locked Bag 23, Grafton 2460
Telephone: (02) 6643 0200
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Office Locations:

2 Prince Street, Grafton
50 River Street, Maclean

Application for Subdivision Works Certificate / Development Works including Road, Water Supply, Sewerage & Stormwater Drainage works

Development
Application No: CC No:

Receipt No:
Date Lodged:

Applications Submitted on this Form

Application Type – Indicate the type of application you are lodging. Please tick all boxes relevant to your application.

- Subdivision Works Certificate
 Public Works Certificate
 Section 68 Approval (Local Government Act 1993)
 Section 138 Approval (Roads Act 1993)

Details of the Applicant

This section must be completed by the applicant for the certificate.

The certificate will be issued to you with the approved plans electronically.

A copy of the certificate will also be forwarded to the development applicant.

It is important that we are able to contact you if we need more information. Please give us as much detail as possible.

First Given name(s):	Other Given name(s):	
Family name(s):		
Company name:	ABN:	
Postal Address:		
Town/Locality:	State:	Postcode:
Email*:		
Contact number:		
Applicant Signature(s):		

***Preferred method of contact unless otherwise stated.**

In signing this application I acknowledge the requirements for the Project Manager and the Works Superintendent.

In consenting to the application I authorise inspections by Council Officers at any time during the course of the development and agree to comply with the requirements of the Council, Environmental Planning and Assessment Act 1979, Local Government Act 1993, Council's Engineering Specification and Building Code of Australia.

Land to be Developed

This information is found on the rates notice for your property.

Lot:	Sec:	Deposited Plan No:
No:	Street:	Town/Locality:

Owners Details

This section must be completed by ALL owners. If agreements for the sale of the property have been exchanged, the names of both the vendor and the purchaser must be provided.

Applications involving a strata can be signed by an office holder of the owner's corporation bearing the seal of the owner's corporation.

If the owner of the property is a company, the company seal or proof of authority to sign must be provided.

First Given name(s):	Other Given name(s):	
Family name(s):		
Company name:	ABN:	
Postal Address:		
Town/Locality:	State:	Postcode:
Email:		
Contact number:		
Owner's Signature(s):		
Owner's Signature(s):		

As the owner(s) of the property, I/we consent to this application and to any authorised Officers of Clarence Valley Council entering onto the land to carry out inspections, take measurements or photographs as required in the assessment of the application in accordance with the requirements of the Environmental Planning and Assessment Act 1979, Local Government Act 1993 and Building Code of Australia as applicable.

Appointment of Principal Certifier – (PC)

Do you wish Clarence Valley Council to be the Principal Certifier? Yes No

Signature:

Note: A 'portable document format' (pdf) file copy of the plans are to be submitted together with a completed Design Certification Report (Annexure DQS-A from AUS-SPEC Northern Rivers Local Government Development and Design Manual).

Details of the Work to be authorised by the Certificate

Applications for Certificates may be lodged to cover all the works required by the development or may be lodged for part of the works.

Specify here details of the work for which a certificate is requested

Construction of part of the work may require a partial release of the development.

Where an application is made for part of the works required for the development please indicate the intended stages of the future works. The staging may be changed as required subject to the requirements of Council's Engineering Specification and/or adverse affects on neighbouring properties.

IS THIS APPLICATION FOR A CERTIFICATE FOR ALL THE CIVIL INFRASTRUCTURE WORKS REQUIRED BY THE DEVELOPMENT?

YES NO

If YES go to the Project Manager section, if NO complete all the boxes in this section

Description of the works subject to this application where not all the works required by the development are subject to the application.

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Proposed Staging Of The Works (Staging Plan to be attached to application)

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Project Manager **Supervising Engineer** **Supervising Surveyor** Tick the applicable box

Provide details of the person who will manage/supervise the works required for the development. If the applicant for this certificate just note as the "Applicant".

Council will liaise with the Project Manager/Supervisor regarding the design as required and will direct any questions, requests for additional details or amendments to the design to the Project Manager/Supervising Engineer/Supervising Surveyor.

The Project Manager must be a suitably qualified and experienced person in the field of the work proposed and acceptable to the Director – Works & Civil

In the case where the Project Manager is not a qualified engineer or surveyor, a qualified engineer or surveyor acceptable to the Director – Works & Civil must be engaged to supervise the works and the Works Superintendent.

NAME: (if also the applicant for this certificate note as "Applicant")

Name:

Postal Address:

Town/Locality: State: Postcode

CONTACT DETAILS: Must include a 24 hour contact number if also Works Superintendent

Phone:

Mobile:

Email:

NAME OF SUPERVISING ENGINEER/SURVEYOR IF NOT THE PROJECT MANAGER:

Name:

Postal address:

Town/Locality: State: Postcode

CONTACT DETAILS:

Phone:

Email:

Works Superintendent

Provide details of the person who will be responsible for the day to day construction of the works. Council will liaise with the Works Superintendent regarding the work as required and will contact the Works Superintendent should any problems occur with the works at any time.

The Works Superintendent must be available 24 hours to attend to safety related problems.

NAME: (Note as "Project Manager" if the Project Manager will also undertake this role)

POSTAL ADDRESS:

Suburb

State

Postcode

CONTACT DETAILS: Must include a 24 hour contact number

Phone:

Mobile:

Email:

Certificate Fee calculation

P & R Charge Type	Type of Fee	Fee	Unit	Quantity	Unit Cost	Total Fee
CCRecArch	Archive Fee	\$36.00	One off	Except for water and/or sewer only		\$36.00
CCSubDWks	Application fee	\$687.00	One off			\$687.00
DALSL	Cost of Works		One off	Total Cost of Work		Cost rounded down to the nearest dollar
	Long Service Levy (applies when value of works is over \$25,000)	0.35%		Calculate the levy using link below & not for CSO to determine: www.longservice.nsw.gov.au/bc/levy/other-information/levy-calculator	Long Service Levy Fee	

DESIGN ASSESSMENT

Road & Drainage

CCSubReChk	Design Rechecking Fee	\$160.00	Per Hour		\$809+per hour rate	
DesPDWKS	Section 138 Public Domain Works (Minor)	\$500.00	Min Cost		Min \$500.00	
CDesRdUrb	Urban Roads	\$15.50	Per Metre		Min \$500.00	
CDesRural	Rural Roads	\$8.00	Per Metre		Min \$500.00	
CPavDesAss	Pavement Design Assessment	\$480.00	Number			
CDWSUDApp	Checking/Approval of Water quality Modelling "MUSIC results"	\$820.00	Number			
CDWSUDCMLK	'Music-Link' CVC Compliance Certificate (if available)	\$247.05	Number			
DetBasin	Detention Basin	\$610.00	Number			
BIOBASIN	Nutrient Pond / Biobasin	\$610.00	Number			
FloodStudy	Flood Study	\$800.00	Number			

Other Civil Design

CiEleSLht	Electrical & Streetlighting, Sedimentation Erosion Control, Traffic Management Plans, Culverts Crossing, Accessways, Paths/Cycleways, Reinforced Concrete Structures, Parking Areas, Earthworks (including retaining structures)				Min \$715.00	
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CONSTRUCTION INSPECTION

Road

InsPDWks	Section 138 Public Domain Works (Minor)	\$500.00	Min Cost		Min \$500.00	
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UrbanRdwks	Urban Roads	\$24.00	Per Metre		Min \$500.00	
RuralRdwks	Rural Roads	\$12.00	Per Metre		Min \$500.00	
Road (Continuation)						
DmPipelin	Detention Basin, Sedimentation Basin, Bioretention Basin, Swale, Planting, Wetlands				Min \$715.00	
Other Civil Inspection						
IsOCivWks	Miscellaneous Works		Total Cost		Min \$308.00	
NnCnReInsp	Reinspection Non Conforming Works	\$2.00	Per km travelled		\$595.00+per km rate	
INSPECTION APPLICATION FOR CC'S ISSUED BY A PRIVATE CERTIFIER						
PrCrCWInsp	Civil Works (Roads, Stormwater, Sewer, ...)	\$394.00	Per Item			
WATER AND SEWER						
SewPipelin	Sewer pipeline	\$4.50	Per metre		Min \$450	
SewPumpSt	Sewer Pump Station	\$640.00	Number			
WaterPipe	Water Pipeline	\$4.50	Per metre		Min \$450	
					TOTAL FEE	

An estimate of cost prepared by the design consultant OR, the appointed civil contractor's schedule of costs for the proposed works, shall be provided with the application to confirm the fees levied.

Privacy Advice

The personal information that Council has collected or is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIPA). Council will only use this information in accordance with the PPIPA.

The supply of this information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, the Council may be limited in dealing with your application/request. Council requires this personal information from you in order to process your application.

You may make application for access or amendment to your personal information held by Council. Council will consider any such application in accordance with the PPIPA.

Council is to be regarded as the agency that holds the information.

Declaration of Applicant

I, _____

hold harmless, release and indemnify, and keep released and Indemnified the Clarence Valley Council (Council) from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect to any loss, damage, accident or injury of what soever nature or kind and however sustained or occasioned and whether to property, persons in connection with the use of this public area and any work connected therewith pursuant to this approval but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.

I have read the conditions of this Application and agree to abide by these conditions in full. I understand that failure to meet any of the conditions can result in non acceptance of the works by Council, and subsequently release of other certificates by Council.

I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my applicant to be delayed or rescinded.

Signature/s:

Date:

GENERAL ADVICE (Refer to Conditions of Consent)

1.	<p>NOMINATED CONTRACTOR Works are only to be undertaken by a Contractor acceptable to Council. Issue of Council's approval to undertake the work will signify acceptance of the nominated Contractor.</p>	14.	<p>RESTORATION OF SURFACE All restorations of a permanent nature shall be carried out by the contractor. Council reserves the right to undertake any permanent restoration of its infrastructure at the cost of the contractor arising from any extenuating or exceptional circumstances associated with the application.</p>
2.	<p>CONTRACTOR'S SUPERVISION The Contractor is to nominate persons to whom Council's directions may be given by the Manager or his representative. One of these persons is to be on site while work is in progress. Telephone contact out of normal working hours is required.</p>	15.	<p>TREE REMOVALS No trees to be fell, lopped or removed without the specific approval of Council.</p>
3.	<p>INSURANCE The Contractor is to have Public Risk Insurance to cover claims arising out of work on Public road, to the value of \$20,000,000. Contractors are to produce originals of their insurance policy for verification.</p>	16.	<p>COMPLIANCE WITH GUIDELINES All materials used and work practices are to be in accordance with Northern Rivers Local Government Development Design and Construction Manual.</p>
4.	<p>WORK HEALTH AND SAFETY The applicant and any contractor or sub-contractor shall, while undertaking work on the road reserve comply with all relevant Work Health and Safety Legislation and shall produce evidence of such compliance to Council on request.</p>	17.	<p>PROTECTION OF PUBLIC The Contractor must not obstruct unnecessarily, in his operations, any side road, nor may he break down any fences or obstruct any drain or water course or damage existing road construction. He must at once remove such obstructions, make adequate provision for traffic and immediately repair any damages. The Manager or his representative reserves the power to do this work if public safety is compromised and the whole cost of such work incurred by the Council will be payable by the owner or developer on demand. In emergency situations it may not be practicable for Council to give prior notice of its intention to undertake such work.</p>
5.	<p>TRAFFIC CONTROL A Certified Traffic Control Plan in accordance with RMS Traffic Control at Worksites MUST BE submitted, implemented and available on site on request where the travelling lanes or traffic flow will be or are likely to be affected by the works. Traffic control devices are to be checked at least twice daily (i.e. early morning and late afternoon) including weekends.</p>	18.	<p>PEDESTRIAN ACCESS Where the footway is obstructed by the storage of materials or to act as a worksite, the Contractor must ensure to provide safe and level pedestrian access, through or around the obstruction. A minimum width in accordance with Traffic Control and Worksites and Council requirements must be provided at all times.</p>
6.	<p>FLAGMEN Traffic Control Flagmen required by the Traffic Control Plan are to have RMS certification as a Traffic Controller (Blue Card).</p>	19.	<p>MAINTENANCE OF WORKS For works associated with Development, the owner or developer shall be responsible for the maintenance and repair of all works carried out under this approval within the road reserve for a period of 6 months or 12 months as required in the Development Consent from the date of acceptance of such works by the Manager or his representative. If satisfactory maintenance is not carried out within this period then the Manager or his representative may carry out any necessary works and the whole of the cost of such work incurred will be payable by the owner or developer on demand.</p>
7.	<p>DEBRIS ON ROAD No loose material is to be left at any time on the existing bitumen seal.</p>	20.	<p>PRODUCTION OF APPROVAL A copy of the approved plans for the work is to be held on the job site. This copy must be produced if requested by any Officer of Council.</p>
8.	<p>DAMAGE TO ROAD PAVEMENT Any damage to the existing seal or modification to the existing seal resulting from work being carried out by the Contractor will be repaired at the Contractor's cost.</p>	21.	<p>INSPECTION OF WORKS Works are to be inspected by the Council Supervising Officer, generally in accordance with the Technical Guidelines. Certificates of approval or rejection will be issued, where applicable, by the Council Officer at the site inspection.</p>
9.	<p>TRENCHES Unless otherwise directed, trenches shall be made at right angles to the direction of the road.</p>		
10.	<p>LOCATION OF SERVICES Public Utility Authorities and Council must be contracted regarding the location and depth of underground services prior to any excavation commencing.</p>		
11.	<p>DEFECTS PRIOR TO COMMENCEMENT Any defective condition of kerb, gutter, footpath, road pavement or any other permanent work, existing prior to the issue of this approval, shall be reported by the applicant in writing to the authorised openings being made. Any damage to public facilities found at the conclusion of work will be repaired at the Contractor's expense unless notification of deficiencies has been given prior to commencement of work.</p>		
12.	<p>DAILY BACKFILL OF TRENCHES All trenches in roads are to be completely backfilled each day. Other trenches may be left open if barricaded in accordance with Council standards.</p>		
13.	<p>COMPACTION OF TRENCHES Trenches shall be fully consolidated during back filling and the site shall be left clean and tidy and kept safe for the public by the permit holder for a period of 14 days after written notification to Council of completion of the work or until Council.</p>		