

Application – Development and/or Construction Certificate (Building)/Subdivision

Application No: Construction Certificate No: Date Lodged:
File Number:

Applications Submitted on this Form

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

- | | |
|--|--|
| <input type="checkbox"/> Development Application | <input type="checkbox"/> Construction Certificate (Building) |
| <input type="checkbox"/> Modify a Development Consent (\$4.55) | <input type="checkbox"/> Review (Division 8.2) |
| <input type="checkbox"/> Amend Construction Certificate (Building) | <input type="checkbox"/> Occupation Certificate |
| <input type="checkbox"/> Complying Development Certificate | |

Applicant Details

All contact regarding applications will be made through the applicant.

If the applicant is not the owner of the land, then all owners' written consent to lodge the application is required. (see below)

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.

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.

Development Site Details

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

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

Appointment of Principal Certifier – (PC)

As the owner of the land / person having benefit of a Development Consent or Complying Development Certificate involving building work you may authorise Clarence Valley Council to act as the Principal Certifier (PC) **(Note: The builder cannot appoint the PC unless the builder is also the owner of the land)** or you may nominate a Private Certifier to undertake relevant functions associated with works subject to this application. The PC is responsible for inspecting works and issuing Occupation Certificates.

Do you wish Clarence Valley Council to be the Principal Certifier? Yes No
 If yes, make sure you complete and lodge the standard PC Contract.

Description of Development

- It is important that you accurately describe the proposal. If the application involves demolition / removal / conversion of an existing building as well as new building work this should also be stated.
- The description as provided will appear on the Notice of Determination.
- Integrated Development requires development consent from Council and other State Government Authority/ies, in most instances this is for subdivision of bushfire prone land.
- If the development is integrated or requires concurrence a cheque for \$320 is required made out to each respective authority.

Provide a detailed description of the development that you are proposing:

Proposed Use (E.g.: New Dwelling; Additions to Dwelling; Garage; Swimming Pool & Fencing; Units; Dual Occupancy; Subdivision; Boundary Adjustment; Industrial/Commercial Workshop/Factory, etc.)

Swimming pool capacity _____ litres
 (over 40,000 litres – BASIX Certificate required)

Type of Consent Sought: - Development Application only

Local Integrated Other -

If integrated, under what Authority and Act is approval required?

NSW Rural Fire Service
 Rural Fires Act 1997

Roads & Maritime Services
 Roads Act 1993

Department of Primary Industries – Fisheries
 Fisheries Management Act 1994

Office of Environment and Heritage
 National Parks and Wildlife Act 1974
 Heritage Act 1977

Environment Protection Authority
 Protection of Environment Operations Act 1997

Department of Primary Industries - Water
 Water Management Act 2000

Is the development likely to significantly affect threatened species, populations or ecological communities or their habitats?

Yes No

Details of the Proposed Development

Council is required to collect these details and provide them to the Bureau of Statistics.

What is the area of the land?	<input type="text"/>
Gross floor area of existing building?	<input type="text"/>
What is the gross floor area of the proposed addition or new building?	<input type="text"/>
Number of pre-existing dwellings?	<input type="text"/>
Number of dwellings to be demolished?	<input type="text"/>
Number of new dwellings?	<input type="text"/>
Number of storeys in proposed building?	<input type="text"/>

Estimated Cost of this Proposed Development

Please provide the total value of the proposed development including any demolition, construction or fit-out costs.

\$ _____ .00

NOTE: The value of the development or contract price is subject to a check by Council before final acceptance.
 Value of development between \$1 million and \$3 million should be confirmed by a suitably qualified person (eg a licensed builder, a registered architect, a qualified and accredited building designer, or similar)
 If the development is valued over \$3,000,000, a detailed cost report prepared by the registered quantity surveyor needs to accompany the application.
 Swimming pools - the estimate must be from the quote by the swimming pool company installing the pool.

Cost of Development

- \$0 - \$150,000 – a cost summary report prepared by the applicant or a suitably qualified person is to be submitted
- > \$150,000 - \$3 million – a cost summary report prepared by a suitably qualified person is to be submitted
- > \$3 million – a detailed cost report prepared is to be submitted

Builder/Owner Builder - Construction Certificate/Complying Development Only

This provides Council with contact details for the builder or owner builder, and verifies that appropriate licenses/permits are held.

Name/s

Postal Address

Town/Locality State Post Code

Daytime Telephone Mobile

Builder License No Expiry Date

Development Applications Requiring Modification

Original DA / SUB No: _____

- Modification minor
 Section 4.55(1) is for modifications involving minor error, misdescription or miscalculation. S4.55(1) are carried out at no cost to the applicant. Prior approval must be sought prior to lodging a S4.55(1) application
- Modification minimal impact
 Section 4.55(1A) is for modifications involving minimal environmental impact
- Modification
 Section 4.55(2) is for other modifications

Please describe the modifications proposed: **Attach checklist**

Materials to be Used – Construction Certificate/Complying Development Only

Council is required to provide this information to the Bureau for statistical purposes.

Walls:				Roof:			
<input type="checkbox"/>	Brick (double)	<input type="checkbox"/>	Brick (veneer)	<input type="checkbox"/>	Tiles	<input type="checkbox"/>	Concrete or Slate
<input type="checkbox"/>	Concrete or Stone	<input type="checkbox"/>	Fibre cement	<input type="checkbox"/>	Fibre cement	<input type="checkbox"/>	Steel
<input type="checkbox"/>	Timber	<input type="checkbox"/>	Curtain glass	<input type="checkbox"/>	Aluminium	<input type="checkbox"/>	Other
<input type="checkbox"/>	Steel	<input type="checkbox"/>	Aluminium	<input type="checkbox"/>	Unkown		
<input type="checkbox"/>	Other	<input type="checkbox"/>	Unknown				
Floor:				Frame:			
<input type="checkbox"/>	Timber	<input type="checkbox"/>	Concrete	<input type="checkbox"/>	Timber	<input type="checkbox"/>	Steel
<input type="checkbox"/>	Other	<input type="checkbox"/>	Unknown	<input type="checkbox"/>	Aluminium	<input type="checkbox"/>	Other
				<input type="checkbox"/>	Unknown		

Complying Development Only	
Under which Environmental Planning Instrument is this application made:	
<input type="checkbox"/> SEPP (Affordable Rental Housing) 2009	<input type="checkbox"/> SEPP (Infrastructure) 2007
<input type="checkbox"/> SEPP (Exempt and Complying Development Codes) 2008	<input type="checkbox"/> SEPP (Temporary Structures) 2007
Approval under Section 68 Local Government Act 1993	
An On-Site Sewage Management Application Form plus relevant information is to be completed and attached if approval is sought for a Sewage Management Facility.	<p>Does this application seek approval to one or more of the matters listed in Section 68A (3)? (Please tick box)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Stormwater Work</p> <p><input type="checkbox"/> Sewer Work/Connection <input type="checkbox"/> On-site Sewage Management Fac. <input type="checkbox"/> Water Plumbing <input type="checkbox"/> Other Activities (See separate sheet)</p>
Disclosure of Political Donations and Gifts	
Persons lodging a development application are required to declare if any person with a financial interest in the application has made a political donation or gift in the last two years (donations of more than \$1,000)	<p>Are you aware of any person who has financial interest in the application who has made a political donation or gift in the last two years?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>A disclosure statement of a reportable political donation or gift must accompany a development application if the reportable donation or gift was made within 2 years of the application being lodged. If the donation or gift is made after the lodgment of the application, a disclosure statement must be sent to Council within 7 days of the donation or gift being made.</p> <p>Disclosure statement is available from Council's Customer Service Centre or may be downloaded from Council's web site at www.clarence.nsw.gov.au For further information refer to the Disclosure Statement Form</p>	
Required Documents	
<p>Applications not containing the required attachments will not be accepted.</p> <p>Refer to the Checklist attached for a full list of documents required.</p> <p>Unless otherwise stated, For Advertised and or Integrated Development 1 additional copy is required for each external authority.</p>	<p><input type="checkbox"/> Scaled Site Plan (1:50; 1:100, 1:200 or 1:500) on A3 Larger sized plans (A1 or A2) are only acceptable for large scale development</p> <p><input type="checkbox"/> One A4/A3 copy of Site Plan & one A4/A3 plan of Elevations for Exhibition (No internal floor plans allowed)</p> <p><input type="checkbox"/> Statement of Environmental Effects- Development Applications</p> <p><input type="checkbox"/> Other information.</p> <p><input type="checkbox"/> Plans, Sections & Elevations to scale (1:50; 1:100, 1:200 or 1:500) on A3 Larger sized plans (A1 or A2) are only acceptable for large scale development</p> <p><input type="checkbox"/> Specifications (Construction Certificate/ Complying Development only)</p> <p><input type="checkbox"/> Copy of original consent if 4.55 Modification or Division 8.2 Review.</p>
Digital Record of Information	
<p>Please note for lodgment of a hard copy document a fee will incur. Please see Council's fees and charges online at www.clarence.nsw.gov.au</p> <p>*Maximum file size is 400mb for a single or group file. File types that the system allows for include: PDF, Word, Excel, JPEG, PNG and ZIP files. Please ensure ZIP file does not include any executable (.exe or .osx) file types.</p>	
Privacy and Personal Information Protection Notice	
<p>This Development application and its attachments will be made publicly available as required under the <i>Environmental Planning and Assessment Act 1979</i>. You have a right to access and amend any of the personal information held by Council to ensure that it is correct.</p>	
Purpose of Collection:	As stated on the document & for the lawful purposes of Council.
Intended Recipients:	Council staff, Councillors and the public in accordance with the requirements of the <i>Environmental Planning and Assessment Act 1979</i> .
Supply Legally Required:	Yes
Consequence of Non-Supply:	The application will not be processed.
Storage:	Electronic

Payment of all DA and related fees must be made at the time a DA is submitted. Council will not register a DA until relevant fees are paid in full. Council can provide a quote of fees required with a DA upon request. There is no guarantee that application fees will be refunded if you cancel or withdraw your application

Fees Payable (Office Use Only)	Amount	Receipt Number	Receipt Date	Office Use Only
DA Application including PlanFirst				
Construction Certificate				
Complying Development Certificate				
Records Archiving				
Advertising				
Long Service Levy				Create at CC stage
Building Inspections				
Water Plumbing Inspection				
Sewer Connection & Insp.				
Rural Road Numbering				
Live On Site				
Integrated App				
Integrated App– Admin				
Subdivision Application				
Water Connection				
Kerb & Gutter				
Relocation of Dwelling				
Driveway Application				
OSM				
Administrative fee for Processing refunds (refer to fees & charges)				
TOTAL:				

Certain applications may require the submission of additional information. Council encourages consultation prior to lodging your application. This ensures that many issues may be resolved before an application is lodged and that each application contains all necessary information to enable prompt processing by Council.