



"Comfortable Country Living"

# CONSTRUCTION CERTIFICATE

(for Building & Subdivision Work)

(Sections 81A, Environmental Planning & Assessment Act 1979)

Bogan Shire Council  
P.O. Box 221  
Nyngan, NSW 2825  
Ph: (02) 6835 9000  
Fax: (02) 6835 9011

## Office Use Only

CC No. \_\_\_\_\_

Date \_\_\_\_\_

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 PIIP Act. Enquiries may be directed to Council's Public Officer concerning the PIIP 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. \_\_\_\_\_ Property/Building Name \_\_\_\_\_  
Street \_\_\_\_\_  
Town/Village/Locality \_\_\_\_\_

### 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, please apply in the company's name. State your position under the "Title - Other".

Title D Mr D Mrs D Ms D Miss  
D Dr D Other: \_\_\_\_\_  
Surname \_\_\_\_\_  
Given names \_\_\_\_\_  
Company \_\_\_\_\_  
Contact person \_\_\_\_\_

### 4. Your postal address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 5. Your contact details

Phone (BH) \_\_\_\_\_ Mobile \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

**Part 2****Development Details****6. Development Type**

Indicate which Type of work is applicable.

Tick the appropriate box below /

**Building Work**

**Subdivision Work**

**7. Development Description**

e.g. erection of dwelling, strata subdivision of a residential flat building, change of use of building from warehouse to retail store, etc

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**8. Development Consent**

A prior development consent for the proposed building(s)/ subdivision must have been issued, or you are lodging it with this application.

**Development Consent No.** \_\_\_\_\_

**Date of Development Consent:** \_\_\_\_\_

Obtain this information from the Notice of Determination of Development Consent.

**9. What is the estimated cost of the development**

**Estimated Cost:**

(Incl. GST – round up to nearest \$1,000.00) \$ \_\_\_\_\_

**10. Documents accompanying this application**

**Please list all documents accompanying this application:**

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**Part 3****Building Details****11. Are you using a licensed builder?**

To be completed only if the proposed building will be residential building work.

**Yes** If yes, complete below /

Builder's Licensed Name: \_\_\_\_\_

Builder's Licence No.: \_\_\_\_\_

Builder's Contact Phone No.: \_\_\_\_\_

Builder's Postal Address \_\_\_\_\_

**No** If No, will the work be done by the Owner:

**Yes**

**No**

Note: If you intend obtaining an Owner-Builders Permit for works exceeding \$12,000, you will be required to have completed a specified training course before the Office of Fair Trading 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 & co-ordinating) and the market value of the proposed work is greater than \$5,000.

**12. Is a Builder's Insurance Indemnity Certificate Required?**

An Insurance Indemnity Certificate must be obtained for any 'residential building work' performed by a licensed builder or contractor which exceeds a contract value of \$12,000.

**Yes**

**No**

**13. Is a Long Service Levy Payment Required?**

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

Note: An exemption claim for up to 50% of the paid Levy can be made by Owner-Builder Permit holders, Churches & Non-profit Organisations to the Long Service Payments Corporation within 3 months of such payment – exemption claim forms are available from the Corporation's website: [www.lspc.nsw.gov.au](http://www.lspc.nsw.gov.au), or enquire at Council's Customer Service Centre.

**Yes**

**No**

**14. Building Classification**

What is the classification of the building under the *Building Code of Australia*? \_\_\_\_\_

## Part 3

## Building Details (cont.)

### 15. What are the building(s)'s main building materials:

#### Exterior Walls

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

#### Floor

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

#### Frame

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

### 16. Individual building floor area & development details

Proposed Building	Gross Floor Area (m <sup>2</sup> )	No. of storeys	Gross Site Area (m <sup>2</sup> ) of the land

- How many new dwellings in the building are proposed? \_\_\_\_\_ Number of existing dwellings to be demolished? \_\_\_\_\_  
 Is the new building to be attached to any existing building? **Yes/No** Does the land contain a dual occupancy? **Yes/No**  
 Is the new building to be attached to any new building? **Yes/No** Number of existing dwellings on the land \_\_\_\_\_

### 17. PCA Nomination

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

No  Yes – If yes, please read below ✓

If nominating Council as the Principal Certifying Authority for the proposed building works, you must also complete an additional form titled "Appointment of Bogan Shire Council as the Principal Certifying Authority".

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

## Part 4

## Signatures

### 18. Are you the owner of the land?

Yes  No – If no, please ensure Q. 20 is completed.

### 19. 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 development 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 LG Act. The subject Acts permit members of the public to obtain extracts of the application 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 roads, drains etc arising from construction works associated with the proposed development.

Applicant's Signature \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Capacity, if not Applicant \_\_\_\_\_

## Part 4

## Signatures (cont.)

### 20. Consent of all Land 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.

Note: If the land is owned by a company, a company seal must be provided with at least one executive signature.

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

- (1) The Applicant to:
  - submit amendments in relation to such application,
  - make application for activity approvals associated with the development,
  - make application for associated construction certificate(s),
  - make application for review/modification of any subsequent approval; and
- (2) Council officers to enter upon such property for the purposes of assessing this application and the performing of any associated and subsequent inspections.

**Owner(s) Name:** \_\_\_\_\_

(print)

**Owner(s) Signature(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Part 5

## Submission Checklist

### 21. The Application must be accompanied by the following documents:

(Schedule 1 EP&A Reg.)

Yes	N/A	Office Use Only
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#### For Building Work

- |  |   |   |   |
|--|---|---|---|
| <ul style="list-style-type: none"> <li>• <b>Detailed building plans</b>, drawn to a suitable scale and consisting of a block plan and a general plan, that show:                             <ul style="list-style-type: none"> <li>- A plan of each floor section, and</li> <li>- A plan of each elevation of the building, and</li> <li>- 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, and</li> <li>- The height, design, construction and provision for fire safety and fire resistance (if any),</li> </ul> </li> <li>• <b>Specifications</b> for the development:                             <ul style="list-style-type: none"> <li>- That describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply, and</li> <li>- That state whether the materials to be used are new or second-hand and (in the case of second-hand materials) give particulars of the materials to be used,</li> </ul> </li> <li>• A <b>statement as to how the performance requirements</b> of the <i>Building Code of Australia</i> are to be complied with (if an alternative solution, to meet the performance requirements, is to be used),</li> <li>• A <b>description of any accredited building product or system</b> sought to be relied on for the purposes of section 79C (4) of the Act,</li> <li>• <b>Copies of any compliance certificate</b> to be relied on,</li> <li>• If the development involves building work to alter, expand or rebuild an existing building, a <b>scaled plan of the existing building</b>,</li> <li>• In the case of development to which clause 6A (of Schedule 1 of the Regulations) applies, <b>such other matters as any BASIX certificate</b> for the development requires to be included in the plans and specifications.</li> <li>• If the <b>development involves building work</b> (other than work in relation to a dwelling-house or a building or structure that is ancillary to a dwelling-house or work that relates only to fire link conversion):                             <ul style="list-style-type: none"> <li>- A list of any existing fire safety measures provided in relation to the land or any existing building on the land, and</li> <li>- A list of the proposed fire safety measures to be provided in relation to the land and any building on the land as a consequence of the building work,</li> </ul> </li> <li>• An application for a construction certificate that relates only to <b>fire link conversion</b> need only be accompanied by a document that describes the design and construction, and mode of operation, of the new fire alarm communication link.</li> </ul> | D | D | D |
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	Yes	N/A	Office Use Only
<b>For Subdivision Work</b>			
• Appropriate <b>subdivision work plans and specifications</b> , including the following:	D	D	D
- details of the existing and proposed <b>subdivision pattern</b> (including the number of lots and the location of roads),	D	D	D
- details as to which public authorities have been <b>consulted</b> with as to the provision of utility services to the land concerned,	D	D	D
- <b>detailed engineering plans</b> as to the following matters:	D	D	D
o earthworks,	D	D	D
o roadworks,	D	D	D
o road pavement	D	D	D
o road furnishings,	D	D	D
o stormwater drainage	D	D	D
o water supply works,	D	D	D
o sewerage works,	D	D	D
o landscaping works,	D	D	D
o erosion control works,	D	D	D
- copies of any <b>compliance certificates</b> to be relied on.	D	D	D

## LODGEMENT INFORMATION

### HOW TO LODGE YOUR APPLICATION

<p><b>Mail</b></p> <p>Address the application to:</p> <p>General Manager Bogan Shire Council PO Box 221 NYNGAN NSW 2825</p> <p><b>Payment Methods by Mail</b> Cheque or Credit Card (<i>complete the section below</i>)</p>	<p><b>Lodge in person</b></p> <p>Between 8.30am and 4.00pm at Council's Office</p> <p>Bogan Shire Council 81 Cobar Street NYNGAN NSW 2825</p> <p><i>*Please note: You may need to spend some time with an Environmental Department Officer prior to or when submitting your application. This may take up to 30m minutes, however this can depend on the complexity of your application.</i></p> <p><b>Payment Methods in Person</b> Cash, Cheque, Credit Card and/ or EFTPOS</p>	<p><b>How to Contact Us</b></p> <p>Phone: (02) 6835 9000 Fax: (02) 6835 9011</p> <p>E: <a href="mailto:admin@bogan.nsw.gov.au">admin@bogan.nsw.gov.au</a> W: <a href="http://www.bogan.nsw.gov.au">www.bogan.nsw.gov.au</a></p> <p>Office Hours: 8.00am to 4.30pm*</p> <p><b>Fees</b></p> <p>Fees are in accordance with Council's adopted fees and charges.</p> <p><i>Please note: a formal fee quotation must be obtained from the Development and Environment Department prior to acceptance of your application.</i></p>
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If you require further information regarding this request, please contact Council on (02) 6835 9000.

### CREDIT CARD PAYMENT AUTHORITY

#### CREDIT CARD PAYMENT DETAILS

<input type="checkbox"/> <b>BANKCARD</b>	<b>Card holder phone Number:</b>
<input type="checkbox"/> <b>MASTERCARD</b>	<b>Number:</b> /        /        /
<input type="checkbox"/> <b>VISA</b>	<b>CCV Number:</b>
<b>NAME ON CARD:</b>	<b>EXPIRY DATE:</b>
	<b>SIGNATURE:</b>

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