

<b>CONSTRUCTION CERTIFICATE NUMBER:</b>	<input type="text"/>
<b>ASSOCIATED DEVELOPMENT APPLICATION NUMBER:</b>	<input type="text"/>

**1. Applicant Details**

Please give us as much detail as possible so that we are able to contact you if required. We will post all correspondence to this address. Please note that the applicant is the only person Council will communicate with in the matter.

Surname: <small>(or Company Name)</small>	<input type="text"/>	Given Names: <small>(or ACN)</small>	<input type="text"/>
Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (h):	<input type="text"/>	Phone (w):	<input type="text"/>
Phone (m):	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>		

**2. Owner Details (If different from applicant details above) (See also Items 7 and 8)**

Surname:	<input type="text"/>	First Name:	<input type="text"/>
Position: <small>(if company)</small>	<input type="text"/>		
Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (h):	<input type="text"/>	Phone (w):	<input type="text"/>
Phone (m):	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>		

**3. Subject Land Address**

Unit:	<input type="text"/>	House No.:	<input type="text"/>	Street:	<input type="text"/>
Suburb:	<input type="text"/>			Postcode:	<input type="text"/>
Lot:	<input type="text"/>	DP or SP:	<input type="text"/>		
Section:	<input type="text"/>	Vol/Fol:	<input type="text"/>		

**Please note:** You can find the Lot, DP or SP, Section and Volume/Folio details on a map of the land or the title document for the land.

#### 4. Builders Details

Surname: <small>(or Company Name)</small>	<input type="text"/>	Given Names: <small>(or ACN)</small>	<input type="text"/>
Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (h):	<input type="text"/>	Phone (w):	<input type="text"/>
Phone (m):	<input type="text"/>	Fax:	<input type="text"/>
Email:	<input type="text"/>	Licence No:	<input type="text"/>

#### 5. Particulars of Proposed Building

Tick one    NEW     ALTERATIONS/ADDITIONS     CONVERSION     RELOCATION

Description of development:	<input type="text"/>
	<small>Eg. House, dual occ, garage, carport, pergola, shed, flats, factory, motel etc</small>
Construction Cost:	\$ <input type="text"/>
Proposed use of land and building:	<input type="text"/>
Details of existing buildings:	<input type="text"/>

#### 6. Applicant's Declaration

I/We have read, understood and accept the conditions and applicable fees specified in relation to this application. I/We accept that all these conditions must be complied with. I/We apply for consent to carry out the works described in this application. I/We declare that all the information given is true and correct. I/We understand that:

- if incomplete, the application may be delayed or rejected; and
- more information may be requested after the date of lodgement.

Have you completed the attached Construction Certificate Checklist?     Yes

Name:	<input type="text"/>	Name:	<input type="text"/>
Signature:	<input type="text"/>	Signature:	<input type="text"/>
Date:	<input type="text"/>	Date:	<input type="text"/>

#### 7. Owner's Consent

Please indicate "as above" if same as applicant: \_\_\_\_\_

I/We have read, understood and accept the conditions and applicable fees specified in relation to this application. I/We accept that all these conditions must be complied with. I/We apply for consent to carry out the works described in this application. I/We declare that all the information given is true and correct. I/We understand that:

- if incomplete, the application may be delayed or rejected; and
- more information may be requested after the date of lodgement.

Name:	<input type="text"/>	Name:	<input type="text"/>
Signature:	<input type="text"/>	Signature:	<input type="text"/>
Date:	<input type="text"/>	Date:	<input type="text"/>

## 8. Appointment of Principal Certifying Authority

Subject land:	<input type="text"/>
Description of development:	<input type="text"/>
Type of work:	BUILDING <input type="checkbox"/> SUBDIVISION <input type="checkbox"/>
Principal certifying authority:	I/We hereby appoint MidCoast Council as the Principal Certifying Authority for the abovementioned development.
Owners signature:	<input type="text"/>

## 9. Occupation Certificate

Are you applying for a Council issued Occupation Certificate:     YES                                   NO

### Office Use:

Fee Paid:    \$                   Receipt No.:                   Date:

**PRIVACY STATEMENT:** The information provided in this form may constitute personal information as defined in the Privacy and Personal Information Protection Act 1998. Council is collecting this information so that it can consider matters and take relevant actions required under related planning legislation, regulations, standards, codes, policies etc in relation to dealing with your application. The information may be made available to other parties where such access is in accordance with relevant legislation, regulation or policy. The submission of personal information in this case is required by law and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. Council is to be regarded as the agency that holds the information, which will ultimately be stored in Council's records system. You may make application for access or amendment to information held by Council and you may also request that Council suppress your personal information from a public register. Enquiries concerning this matter can be addressed to Council's Privacy Contact Officer.

## 11. Construction Certificate Application Checklist

### Requirement

### Applicant

### Council

Has the application form been fully completed?



Has the written consent of all owners been provided?



Have four copies of fully detailed plans been provided? (including site plan, floor plan, elevations and sections)



Have four copies of final hydraulic and/or structural engineering details been provided (for Class 2 - 9 Buildings) or have engineering details been provided (where necessary for Class 1 - 10 Buildings)?



Have two copies of the building specifications been provided?



Have two copies of the up to date BASIX Certificate been provided?



Have two copies of other specialist details been submitted, such as:

Details of fire resistant construction;  
 Details of existing fire safety measures;  
 Details of proposed fire safety measures.



Have full details of compliance with conditions of development consent been provided? (eg. Submission of colour schemes, payment of Section 94 contributions etc)



Have two copies of the final landscaping plan been submitted? (Note: only required if imposed as a condition of development consent)



Has the Long Service Levy been paid? (Only required for developments involving construction costs of \$25,000 or more)



Have full details of compliance with the Building Code of Australia been provided and/or indicated on the submitted plans? OR, if an alternative solution is proposed, have full details or reports been submitted?



Have full details of any proposed and existing fire safety measures been provided and/or indicated on the submitted plans?



Have you supplied any other information which may be relevant to your proposal? (this may include operating hours, carparking arrangements, loading/unloading arrangements etc)



Has Australian Bureau of Statistics been completed? (See item 12 over page)

## 12. Australian Bureau of Statistics (The following data must be completed)

### All Buildings

Number of storeys (including underground floors)

Gross floor area of new building (m<sup>2</sup>)

Gross site area (m<sup>2</sup>)

### Residential Buildings Only

Number of dwellings to be constructed

Number of pre-existing dwellings on site

Number of dwellings to be demolished

Will the new dwelling(s) be attached to other new buildings?

Yes

No

Will the new dwelling(s) be attached to existing buildings?

Yes

No

**Does the site contain a dual occupancy?**

Yes

No

**(NB dual occupancy = two dwellings on the same site)**

### Materials - All Buildings

Please indicate the materials to be used in the construction of the proposed works.

<b>Walls</b>	<b>Code</b>	<b>Roof</b>	<b>Code</b>	<b>Floor</b>	<b>Code</b>	<b>Frame</b>	<b>Code</b>
Brick (double)	<input type="checkbox"/> 11	Tiles	<input type="checkbox"/> 10	Concrete/stone/ slate	<input type="checkbox"/> 20	Brick (double)	<input type="checkbox"/> 11
Brick (veneer)	<input type="checkbox"/> 12	Concrete/stone/ slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40	Timber	<input type="checkbox"/> 40
Concrete/stone/ slate	<input type="checkbox"/> 20	Steel	<input type="checkbox"/> 60	Steel	<input type="checkbox"/> 60	Steel	<input type="checkbox"/> 60
Fibre cement	<input type="checkbox"/> 30	Aluminium	<input type="checkbox"/> 70	<i>Other</i>	<input type="checkbox"/> 80	Aluminium	<input type="checkbox"/> 70
Timber	<input type="checkbox"/> 40	<i>Other</i>	<input type="checkbox"/> 80	<i>Not specified</i>	<input type="checkbox"/> 90	<i>Other</i>	<input type="checkbox"/> 80
Curtain glass	<input type="checkbox"/> 50	<i>Not specified</i>	<input type="checkbox"/> 90			<i>Not specified</i>	<input type="checkbox"/> 90
Steel	<input type="checkbox"/> 60						
Aluminium	<input type="checkbox"/> 70						
<i>Other</i>	<input type="checkbox"/> 80						
<i>Not specified</i>	<input type="checkbox"/> 90						