

Modify a Construction Certificate application

Under the Environmental Planning and Assessment Act 1979 as per Section 148 of Environmental Planning and Assessment Regulation 2000.

About this form

You can use this form to modify an approved Construction Certificate.
This form is a public record and may be made available on Council's website.

How to complete this form

- 1 Ensure that all fields have been filled out correctly.
- 2 Please note that fields on this form marked with an * are mandatory and must be completed before submitting the application.
- 3 Once completed you can submit this form by mail and in person.

Property Details

Lot Number*

Deposited/Strata Plan Number*

Section Number*

Address*

Suburb/Town*

Postcode*

Applicant Details

Applicant(s) Surname/Company*

Given Names*

Postal Address*

Suburb/Town*

State*

Postcode*

Telephone Number*

Mobile Number

Email Address

Note

It is important that we are able to contact you if we need more information. Please give us as much details as necessary. Council will deal only with the nominated applicant in the event of any query or communication regarding this application.

Please note that information provided will be public information and may be placed on Council's website. Personal numbers should not be given if you do not wish these numbers to be publicly available.

Office Use Only

Application Number

Total Fees Paid

Receipt Number

Date

Registered Owner(s) Details

Title	Given Name/s*	Family Name*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Organisation/Company Name* (if applicable)	ABN/ACN* (if applicable)	
<input type="text"/>	<input type="text"/>	
Address*		
<input type="text"/>		
Telephone Number*	Mobile Number	Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please note that information provided will be public information and may be placed on Council's website.
Personal numbers should not be given if you do not wish these to be publicly available.

Original Construction Certificate & Development Consent Details

Original Construction Certificate No.*	Date of Determination
<input type="text"/>	<input type="text"/>
Original Development Consent No.*	Date of Determination
<input type="text"/>	<input type="text"/>
Nature of Approved Development	
<input type="text"/>	

Modification Applied for (give details of the proposed changes)

Applicant Declaration

Disclosure of Political Donations and Gifts

Under Section 147 of the Environmental Planning and Assessment Act 1979, any reportable political donation to a Councillor and / or any gift to a Councillor or Council employee within a two (2) year period before the date of this application must be publicly disclosed.

Are you aware of any person with a financial interest in this application who made a reportable donation or gift in the last two (2) years?

Yes No

If **yes**, complete the Disclosure of Political Donations and Gifts Form and lodge it with this application.

If **no**, in signing this application I undertake to advise the Council in writing if I become aware of any person with a financial interest in this application who has made a political donation or has given a gift in the period from the date of lodgement of this application and the date of determination. Note: Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement.

Information to be attached to the application

You need to provide material with your application to clearly show the difference between the work you have already had approved. All proposed changes must be consistent with the Development Consent or a Modification of Development Consent. Any inconsistencies to the Development Consent cannot be considered until such consent is obtained.

Please indicate the material you have attached by placing a cross in the appropriate boxes.

1 If you are going to carry out building work

Detailed plans of the building (2 copies)

The plans must be drawn to a suitable scale and consist of a general plan and a block plan.

The general plan of the building is to:

- Show a plan of each floor section;
- Show each elevation of the building;
- Show the level of the lowest floor, the level of any yard or unbuilt area on that floor and the level of the ground;
- Indicate the fire safety and the fire resistant measures (if any), and their height, design and construction.

Where you propose to alter, add to or rebuild a building that is already on the land, or modify plans that have already been approved, please mark the general plan (by colour or otherwise) to show the change you propose to make.

Detailed specifications of the building (2 copies)

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.

A plan of the existing building, drawn to scale, where the application involves building work to alter, enlarge or extend the building.

This plan will assist us to assess whether the work will reduce the fire protection capacity of the building.

Where you propose to meet the performance requirements of the Building Code of Australia (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.
- The details of the assessment methods you will use to meet those performance requirements.
- A copy of any compliance certificate on which you rely.

Details of fire safety measures, unless you are building a single dwelling or a non-habitable building or structure (such as a private garage, carport, shed, fence, antenna, wall or swimming pool).

These details are to include:

- A list of any fire safety measures you propose to include in the building or on the land.
- If you propose to alter, add to or rebuild a building that is already on the land, a list of the fire safety measures that are currently used in the building or on the land.

The attached schedule, completed for the development

The information in the schedule will be used by the Australian Bureau of Statistics to report each quarter on the building activity that occurs in the economy. Building statistics allow governments and businesses to accurately identify main areas of population growth and demand for products and services.

You may also need to pay a Long Service Levy under Section 34 of the Building and Construction Industry Long Service Payments Act 1986 (or where such a levy is payable by instalments, the first instalment of the levy) before we can issue a certificate to you.

2 If you are going to change the use of a building or its classification under the Building Code of Australia and you are doing building work (unless the building will now be used as a single dwelling or a non-habitable building or structure such as a private garage, carport, shed fence, antenna, wall or swimming pool):

A list of any fire safety measures you propose to include in the building or on the land.

If you propose to alter, add to or rebuild a building that is already on the land, a list of the fire safety measures that are currently used in the building or on the land.

The lists of fire safety measures must describe the extent, capability and the basis of design of each measure...

Details as to how the building will comply with the Category One fire safety provisions of the BCA.

Owner(s) Consent

Registered Owners Name*

Position*

Signature*

Date*

Registered Owners Name*

Position*

Signature*

Date*

Company Name

Applications can not be accepted without the full consent of ALL Landowners:

- If there is more than one landowner, every owner must sign.
- If the owner is a company or owner's association, the application must be signed by an authorised person.
- If you are signing on the owner's behalf as their legal representative, you will need to state your legal authority (eg Power of Attorney, Executor, Trustee) and attach evidence of this authority.
- Applicants in caravan parks require the signature of the park owner.

Applicant's Consent

Council will not process an application that is incomplete or non-complying with lodgement requirements.

- I apply for approval to carry out work described in this application. I declare that all information in the application is to the best of my knowledge, true and correct.
- I understand if the information is incomplete, the application may be delayed or rejected or more information may be requested. I acknowledge that if the information provided is misleading, any approval granted may be void.
- I accept delays in processing will arise out of any inadequacies in the material submitted in support of the application.
- I understand that Greater Taree City Council may use the information and materials provided for notification and advertising purposes.
- I understand that the information and materials provided may be made available to the public for inspection and copying at Council's Customer Service Centre and Council's website

Applicant's Name

Applicant's Signature*

Date*

How to lodge this form

Completed form can be:

- Emailed to tareecouncil@gtcc.nsw.gov.au with attached supporting documents as required. Payment by credit card or EFT can be arranged; or
- Forwarded by post with payment; or
- Lodged at our Customer Service Counter between 8:30am & 4:30pm Monday to Friday (excluding Public Holidays).

Privacy Notice: Under Privacy laws, you have the right to find out why we are collecting this information, if it is compulsory and what we are going to do with it. You also have rights to access and correct any information held about you. If you need an interpreter, call 131 450

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