

# Complying Development Certificate application

Under section 85A of the Environmental Planning and Assessment Act 1979 and clause 126 of the Environmental Planning and Assessment Regulation 2000

## About this form:

- Use this form to apply for development that is permitted under Council's *Complying Development Controls* or certain State Environmental Planning Policies.
- If you need advice, contact us to speak with our Duty Officer.
- Fields marked with an \*asterisk are mandatory and must be completed before we can assess your application.
- This form and supporting documents are open access information under the Government Information (Public Access Act 2009) (GIPA Act) and may be made publicly available by request and may also be displayed on our website.

**Code to be Used** Please nominate by ticking one of the following:

- SEPP (Exempt and Complying Development Codes) 2008
- Council's applicable "Complying Development Controls"
- SEPP (Affordable Rental Housing) 2009
- SEPP (Infrastructure) 2009

## Property Details

Lot Number*	Deposited/Strata Plan Number*	Section Number*
<input type="text"/>	<input type="text"/>	<input type="text"/>

Street Number*	Street Name*
<input type="text"/>	<input type="text"/>

Suburb/Town*	Postcode*
<input type="text"/>	<input type="text"/>

Applicant(s) Surname/Company Name*	Given Name/s*
<input type="text"/>	<input type="text"/>

## Description of Proposed Development

## Estimated Cost of Development\*

## Existing and/or Proposed Use of Site

## How to lodge this form:

Completed form can be:

- Emailed to [tareecouncil@gtcc.nsw.gov.au](mailto: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).

Payment (N.B. there is no guarantee that application fees will be refunded if you cancel or withdraw your application)

## Office Use Only:

Application Number	Date
<input type="text"/>	<input type="text"/>

## Proposed Development Type (Department of Planning & Environment statistics - please tick one box only)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Residential - Alterations & additions | <input type="checkbox"/> Tourist                  | <input type="checkbox"/> Other           |
| <input type="checkbox"/> Residential - Single new dwelling     | <input type="checkbox"/> Commercial/retail/office | <input type="checkbox"/> Shed, garage    |
| <input type="checkbox"/> Residential - New second occupancy    | <input type="checkbox"/> Mixed                    | <input type="checkbox"/> Demolition only |
| <input type="checkbox"/> Residential - New multi unit          | <input type="checkbox"/> Infrastructure           | <input type="checkbox"/> Shop fit-out    |
| <input type="checkbox"/> Residential - Seniors Living          | <input type="checkbox"/> Industrial               | <input type="checkbox"/> Change of use   |
| <input type="checkbox"/> Residential - Other                   | <input type="checkbox"/> Community Facility       | <input type="checkbox"/> Signage         |
| <input type="checkbox"/> Swimming Pool                         | <input type="checkbox"/> Subdivision only         | <input type="checkbox"/> Other           |

## Development Details (Information required for the Australian Bureau of Statistics)

Is the new work to be attached to another building?  Attached  Detached  N/A

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

Number of storeys  Number of units

No. of pre-existing dwellings

No. of pre-existing dwellings to be demolished

**Materials to be used** Tick boxes to indicate which materials best describe those to be used for this proposal

New  Used

**Floor:**  Concrete  Timber  Other

**Frame:**  Timber  Steel  Aluminium  Other

**Roof:**  Tiles  Steel  Aluminium  Other

**Walls:**  Double brick  Brick veneer

Concrete  Fibro cement

Timber  Glass  Aluminium  Steel  Other

## Supporting Documents Required

**Site Plan (3 copies)** - Provide a site plan indicating:

- the location, boundary dimensions, site area and north point of the land
- existing vegetation and trees on the land
- the location and uses of existing building on the land
- existing levels of the land in relation to buildings and roads

**Floor Plan (3 copies)** - Floor plans of any finishes and heights of any proposed buildings showing layout, partitioning, room size and intended uses of each part of the buildings.

**Elevations and Sections (3 copies)** - Proposed external finishes and heights of any proposed buildings.

**BASIX Requirements** - All required BASIX commitments are to be notated on the submitted plans.

**Building Specifications and Structural Details (2 copies)** - Specifications that describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply. Structural engineering details to be provided on the concrete slab and /or footings as appropriate.

**Owner Builder Permit and Insurance under the Home Building Compensation Fund** - An Owner Builder Permit is required for residential work over \$10,000 in value. An owner-builder will no longer be required or able to obtain a certificate of insurance from the Home Building Compensation Fund. Licensed contractors working for an owner-builder will still need to provide insurance to owner-builders for all work over \$20,000.

**Long Service Levy** - Long Service Levy is payable where the cost of works is \$25,000 or greater.

**Bushfire Attack Level (BAL) Certificate** - If the property is classified as bushfire prone land, a BAL Certificate must be obtained from the council or a person who is recognised by the Rural Fire Service as a suitably qualified consultant in bush fire risk assessment.

# CDC Application - Contact Details

Property Address\*

## Applicant Details

Applicant(s) Name/Company Name\*

ABN/ACN\* (if applicable)

Applicant(s) Name/Company Name\*

ABN/ACN\* (if applicable)

Postal Address\*

Suburb/Town\*

State\*

Postcode\*

Telephone Number

Mobile Number

Email Address\*

**Notes:** We need to be able to contact you if we need more information. Please provide as many details as possible. We will deal only with the nominated applicant for any query or communication regarding this application.

## Applicant's Consent

- 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 that if the information is incomplete or insufficient, the application may be rejected or more information may be requested. I accept that delays in processing will arise out of any inadequacies in the material submitted in support of the application.
- I acknowledge that if the information provided is misleading, any approval granted may be void.
- I understand that Greater Taree City Council may need to 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.

Applicant Name

Applicant Signature\*

Date\*

Applicant Name

Applicant Signature\*

Date\*

## Registered Owner(s) Consent

I/We, being owners of the property identified in the property details section, give permission for the applicant to act on our behalf for this development proposal. I/We, also give our consent for Council officers to enter the property to inspect the site and works associated with this application.

Registered Owners Name*	Signature*	Date*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Registered Owners Name*	Signature*	Date*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Registered Owners Name*	Signature*	Date*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Registered Owners Name*	Signature*	Date*
<input type="text"/>	<input type="text"/>	<input type="text"/>

### Note:

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 (e.g. Power of Attorney, Executor, Trustee) and attach evidence of this authority.
- Applicants in caravan parks require the signature/s of the park owner/s.

## Office Use Only

Application Number	Receipt Number	CSO Initials	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**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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