

## Property details

Lot/Portion	<input type="text"/>	Section	<input type="text"/>	DP/SP	<input type="text"/>
House/unit number	<input type="text"/>	Street	<input type="text"/>		
Town	<input type="text"/>	Postcode	<input type="text"/>		
Applicant's name	<input type="text"/>				
Applicant's address	<input type="text"/>				
Telephone number	<input type="text"/>	Mobile number	<input type="text"/>		
Email address	<input type="text"/>				
Applicant's signature	<input type="text"/>	Date	<input type="text"/>		
Owner's name	<input type="text"/>				
Owner's address	<input type="text"/>				
Telephone number	<input type="text"/>	Mobile number	<input type="text"/>		
Email address	<input type="text"/>				
Certifier (council/private)	<input type="text"/>				

## Type of development

Dwelling     Secondary dwelling\*    \*as defined by the former MidCoast Water Services' *Secondary Dwellings Policy*  
 Strata unit     Other (specify)

Estimated cost >\$50,000     Yes     No    Swimming pool capacity >40,000 litres     Yes     No

**If the answer to either or both questions is YES, a BASIX Certificate is required**

Applications submitted may need to be left with MidCoast Council for a period of five (5) working days (dwellings, additions, swimming pools) or 15 working days (multiple units, commercial, industrial) after which time it can be picked up or sent back to the applicant.

Please return determination by mail to applicant's address  
 Please return by email

## Office use only

Property ID	<input type="text"/>	Land ID	<input type="text"/>	DA no	<input type="text"/>
Fee paid	<input type="text"/>	Date paid	<input type="text"/>	Receipt number	<input type="text"/>

**Plans**     Accepted with conditions     Not accepted

Notes

## Required documentation

- 3 sets of development plans
- BASIX Certificate (if required)

Additional items required prior to Certificate of Compliance being issued (if condition of development)

- 3 Sets of Engineering Plans if affected by Zone of Influence of Sewer (if required)
- Water Meter Installation Application (if required)
- Plumbing Inspection Application (if required)
- Development Charges (if required)

## Fees

Please refer to Council's adopted fees and charges at [www.midcoast.nsw.gov.au](http://www.midcoast.nsw.gov.au). For specific fees related to this application refer to the Water Services **Fact Sheet** available on the Forms page of our website or contact Customer Service for more information prior to lodgement.

## Payment options

If you are posting your application to Council, please select your intended payment method

- I/we have attached a cheque payable to MidCoast Council in the required amount
- I/we would like to pay via credit card (merchant fee may apply), please arrange for Council's customer service to contact me/us for payment details. *Note: if the credit card payment is to be made by someone other than the applicant / owner, please specify below:*

Name

Contact phone

## How to lodge this form

Completed form can be:

- forwarded by post including all required documentation and payment; or
- lodged at our Customer Service Counter - Monday to Friday (excluding Public Holidays).

**Privacy:** This information is required to process your request and will not be used for any other purpose without seeking your consent, or as required by law. Your application will be retained in Council's Records Management System and disposed of in accordance with current legislation. Your personal information can be accessed and corrected at any time by contacting Council.

**Forster** | 4 Breese Parade | PO Box 450 Forster 2428 | **6591 7222**  
**Gloucester** | 89 King Street | PO Box 11 Gloucester 2422 | **6538 5250**  
**Taree** | 2 Pulteney Street | PO Box 482 Taree 2430 | **6592 5399**

[www.midcoast.nsw.gov.au](http://www.midcoast.nsw.gov.au)