

Application for COMPLYING DEVELOPMENT CERTIFICATE

Development and Environmental Services Group • www.shoalhaven.nsw.gov.au

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Office Use Only –

Application No.

/

Census District

Inspection District

Zoning

Related Files

Date Received:

Fees

Application \$

Comp./Occ. Cert. \$

Long Service Levy \$

Other (.....) \$

Other (.....) \$

Total – \$

Receipt No.

1 APPLICANT'S NAME ONLY

Full Name

2 PROPERTY DETAILS

Flat/street no.

Street

Town or Locality

Lot or Portion Nos. Section (where relevant)

DP or Parish Name

Area of Land (in m² or hectares)

You can find the lot no., section and DP no. on a map of the land; on the title documents for the land; or on your rates notice.

3 PROPOSAL DETAILS

An application for Complying Development should not be submitted unless the proposal complies with all relevant requirements of Council's Development Control Plan (DCP) No. 89. A complying development checklist must be completed and submitted with the application. If the proposal does not strictly comply with DCP 89, a Development Application must be lodged.

Tick whether the proposal involves –

Use Of Land/Building Carrying out of Work

Full Description of Proposed Development and /or Use

Existing Development/Use

Project value

(excluding value of land)

Number of car parking spaces proposed

Hours of Operation (where relevant)

4 DETAILS OF STRUCTURE

Tick whether: New Alterations Additions

BCA Classification Class:

Type of Construction (select type from schedule on reverse side of application (Section 9)).

Floor

Wall

Roof

Frame

Colour of Walls (specify)

Colour of Roof (specify)

Floor area (excluding garages) m²

Number of Storeys

If Structure is a Dwelling, state whether: separate house, kit house or transportable dwelling (excluding caravan or mobile home)

5 SUPPORTING INFORMATION

You need a BASIX Certificate in Shoalhaven when BASIX applies to the type of development for which you require approval. Commencement dates and details of types of development are at www.basix.nsw.gov.au. BASIX Cert. No.

You can support your application with additional material, such as reports, photographs and models to illustrate your proposal. Please list what you have attached.

6 OTHER CERTIFICATES

Do you wish to appoint Council as the Principal Certifying Authority for the purpose of undertaking required inspections and issuing Compliance and Occupation Certificate(s)?

Yes No

Note: If you ticked yes, this application will be deemed to also be an application for Final Occupation Certificate. The date of application will be taken to be the date that a final inspection is requested. If an Interim Occupation Certificate is required, a separate application must be lodged at that time.

7 SECTION 68 APPLICATION DETAILS

If you are also seeking approval to an activity under Section 68 of the Local Government Act, tick the type of approval required. You will need to provide full details with the application.

- On-site water supply work
- Sanitary drainage work (sewage disposal)
- Stormwater drainage work
- Other – specify:.....
- Other – specify:.....

8 SECTION 138 APPLICATION DETAILS

If you are also seeking approval to an activity within the road or footpath area under Section 138 of the Roads Act, tick the type of approval required. You will need to provide full details with the application.

- Gutter layback
- Footpath crossing
- Footpath
- Connection of stormwater to kerb or Council system
- Other – specify:.....

INFORMATION REGARDING LODGEMENT OF THE APPLICATION (CDC)

1. Access to information

Section 12 (1) of the Local Government Act states that persons are entitled to inspect the current version of a development application (within the meaning of the Environmental Planning and Assessment Act 1979) and associated documents.

However Section 12 (1A) states:

"a person does not have the right to inspect so much of a development application, or an application under Part 1 of Chapter 7 for approval to erect a building as consists of:-

(a) "the plans and specifications for any residential parts of a proposed building, other than plans that show its height and its external configurations in relation to the site on which it is to be erected".

For more information please refer to Council Privacy Management Policy – available on Council's website www.shoalhaven.nsw.gov.au.

2. Privacy Notification

The information on this form is being collected by Council for administrative and assessment purposes. It will be used by Council staff and other organisations for the purpose mentioned and may be included on a public register. Persons identified on this form may at any time, apply to Council for access or amendment of the information.

3. Masterview and Development Application (DA) Tracking, including CDC application

Masterview is a software product that allows customers to view plans, details and to track the progress of a Development Application throughout the assessment process.

It represents key milestones in the Development Application process however, it is not a detailed history. Persons wishing to confirm information in detail should contact Council via either the email facility at the bottom of the website DA tracking window, of each DA listed or in writing in order to obtain a written response.

The information that can be viewed on Masterview is clearly labelled on this application form. Please refer to the Development Application Checklist at the back of this form. All items labelled 'External Masterview' will be publicly accessible through Council's website.

Please refer to section 22. Declaration and Copyright note, below. Documents associated with the DA will be accessible on DA Tracking online, in accordance with Council policy.

4. Inclusions with a Complying Development Certificate Application

The application should include the Development Application Form and a completed DA checklist. Failure to submit the required forms and information may result in the application being returned. Policies and relevant checklist referred to can be downloaded from Council's website.

6. Electronic Submission of Documents

In addition to required hardcopy, electronic version CD to an ISO 9660 standard may be submitted in WORD, PDF or TIF format. Each document should be a separate document.

7. Copyright Note

The Applicant is advised that Council may make copies (including electronic copies) of the development application and accompanying documents for the purpose of complying with its obligations under the Environmental Planning and Assessment Act 1979, the Local Government Act 1993 and Notification Policy. In addition, the Council may make such further copies as, in its opinion, are necessary to facilitate a thorough consideration of the development application by Council and public participation in the development assessment process. This will include making copies of the advertised plans, supporting documentation and the determination available on Council's website to be viewed or printed out by members of the public. The Applicant is responsible for obtaining all copyright licenses necessary from the copyright owners for this purpose.

9**SCHEDULE OF MATERIALS**

The Australian Bureau of Statistics requires that the description which best describes the materials to be used for wall, floor, roof and frame construction be nominated from the schedule below.

Walls

Brick Veneer
Full Brick
Single Brick
Concrete Block
Concrete Masonry
Concrete
Steel
Fibrous Cement
Hardiplank
Timber/Weatherboard
Cladding-Aluminium
Curtain Glass
Other
Unknown

Roof

Aluminium
Concrete
Concrete Tile
Fibrous Cement
Fibreglass
Masonry/Terracotta Shingle
Tiles
Slate
Steel
Terracotta Tile
Other
Unknown

Floor

Concrete
Timber
Other
Unknown

Frame

Timber
Steel
Other
Unknown

10**APPLICANT'S DETAILS**

Applicant's Name(s)

Applicant's Address

Town Postcode

Phone/Fax No. (Bus.)

Applicant's Reference

11**APPLICANT'S DECLARATION**

I/We the undersigned hereby apply for a complying development certificate in relation to the development proposal described above and in the plans, specifications and documents accompanying the application.

I/We declare that the proposal as detailed in the plans and specifications complies with DCP No 89.

Note: A duly authorised officer of the Council may make minor amendments to the plans/specifications for clarification and/or to ensure compliance with relevant statutory/policy requirements. Such amendments shall be highlighted in red on the approved plans.

I agree to inform the owner (s) of the land about the publication of forms and documents in DA Tracking on Council's website.

I/We undertake to develop in accordance with the development consent approval granted by the Council and conform with the provisions of the relevant Act(s), Regulations, Codes and the Local Environmental Plan.

I/We further undertake to indemnify Shoalhaven City Council against all claims arising from negligence (or otherwise) resulting from work carried out in connection with the development within the road reserve.

Signature of Applicant(s)

..... Date:

..... Date:

12**BUILDER'S DETAILS**

Builder's Name(s)

(If 'owner' write 'owner/builder' or if unknown write 'N.Y.K.')

Licence No.

Postal Address

Town Postcode

Telephone No. Bus.

13**OWNER'S DETAILS**

All Owner's Name(s)

Postal Address

Postcode

Telephone No. (Bus)

14**OWNER'S DECLARATION**

The owner(s) of the land to be developed must sign the application. If you are not the owner of the land, you must have **all** the land owners sign the application. If the land is Crown land, an authorised officer of the Department of Lands must sign the application. If the land is owned by Council, the General Manager, or delegate must sign the application.

As the owner(s) of the above property, I/ we consent to lodgement of this application:

I/We hereby permit any duly authorised officer of the Council of the City of Shoalhaven to enter the land or premises to carry out inspections and surveys or take measurements or photographs as required for the administration of the Act(s), Regulation or Planning instrument.

I/We acknowledge that parts of this form marked External Masterview will be published in DA Tracking on Council's website.

Signature

Name

Date

Signature

Name

Date

If the land is owned by a private company (P/L) the signature of at least one (1) director residing in Australia is required. In the case of a public company, the signatures of three (3) directors are required, two (2) of which must reside in Australia. If a company signatory, indicate position held.