

CONSTRUCTION CERTIFICATE APPLICATION

made under the Environmental Planning and Assessment Act 1979 (section 109C)

Disclaimer: The information provided by you on this form will be used by Parramatta City Council or its agents to process this application. Once collected by Council, the information can be accessed by you in accordance with Council's Access to Information Policy and Privacy Management Plan or in special circumstances, where Commonwealth legislation requires or where you give permission for third party access.

PART 1 - Property, Applicant & Owner Details

1. Property Details

Address	unit:	house:
	street:	
Lot/DP/SP etc	suburb:	postcode:
	lot:	DP/SP etc:

2. Applicant Details

Full name/company and contact person	family name (or company & ABN):	
	full given names:	
	OR company contact person:	
Postal address		
	suburb:	postcode:
Contact details	home phone:	mobile:
	office phone	fax:
	email:	

Note: Applicant is required to sign the last page of this application.

3. Owners Details

Full name(s)/company	family name (or company & ABN):	
	full given names:	
Postal address		
	suburb:	postcode:
Contact details	home phone:	mobile:
	office phone:	email:

Note: Signatures of all registered are required on the last page of this application. Without the signatures of all registered owners Council cannot accept this application.



You can log onto www.parracity.nsw.gov.au/development to track the progress of an application lodged after 30 June 2005. The information you supply on this form and any related documentation will be publicly available on this Council website.

OFFICE USE ONLY

Reference:	<input type="text" value="CC/"/>	CC fee:	<input type="text" value="\$"/>	Scanning Fee:
Date:	<input type="text"/>	Receipt #:	<input type="text"/>	<input type="text" value="\$"/>

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PART 2 - Development Description and Proposal Details

4. Type and cost of proposed Development

Please tick (✓)

Awnings, pergolas and open structures	<input type="checkbox"/>
Garages	<input type="checkbox"/>
Swimming pools	<input type="checkbox"/>
Additions and alterations - ground floor	<input type="checkbox"/>
Additions and alterations - first, second or third	<input type="checkbox"/>
New dwellings - single storey	<input type="checkbox"/>
New dwellings - two or three storey	<input type="checkbox"/>
Dual occupancy / duplex	<input type="checkbox"/>
Building Class 2 to 9 Structures and any works associated with these buildings as outlined in the Building Code of Australia	<input type="checkbox"/>

Package including Construction Certificate, Council elected as Principle Certifying Authority, building inspections up to the maximum number for the structure selected above and a single Occupation Certificate

yes no

No package - Construction Certificate **only**

yes no

Current use of site

Is this use still operating?

yes no

If vacant when did last use cease?

Estimated cost of construction

\$

Note: If an interim Occupation Certificate is required then an additional Occupation Certificate will be charged.

5. Description of proposed development

Detailed description

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PART 2 - Development Description and Proposal Details (continued)

6. Consent Reference

Development Consent #

DA/

Date of Determination

7. Building Classification

Building Code of Australia

8. Builder/Owner Builder Details

Name

Contractor license /
permit number in case of
owner builder

Builder's address

Builder's contact details

suburb:

postcode:

phone:

mobile:

email:

fax:

9. Long Service Levy

You may be required to pay this levy on lodgement of this application or prior to release of the Construction Certificate.

10. Principal Certifying Authority (if 'No Package' was selected in section 4 of Part 2.)

Will Council be the Principal
Certifying Authority?

yes

no

Was an Occupation
Certificate applied for?

yes

no

If no, name of accredited
certifier

Accreditation number

Company

Address

Contact details

suburb:

postcode:

phone:

mobile:

email:

fax:

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PART 3 - Australian Bureau of Statistics Details

11. Information to be collected for Australian Bureau of Statistics

Please tick (✓) which best describes the materials from which the proposed work will be constructed.

Walls	Code	Roof	Code	Floor	Code
brick veneer	<input type="checkbox"/> 12	aluminium	<input type="checkbox"/> 70	concrete	<input type="checkbox"/> 20
full brick	<input type="checkbox"/> 11	concrete	<input type="checkbox"/> 20	timber	<input type="checkbox"/> 40
single brick	<input type="checkbox"/> 11	concrete tile	<input type="checkbox"/> 10	other	<input type="checkbox"/> 80
concrete block	<input type="checkbox"/> 11	fibrous cement	<input type="checkbox"/> 30	unknown	<input type="checkbox"/> 90
concrete/masonry	<input type="checkbox"/> 20	fibreglass	<input type="checkbox"/> 80		
concrete	<input type="checkbox"/> 20	masonry/terracotta shingle tiles	<input type="checkbox"/> 10	Frame	
steel	<input type="checkbox"/> 60	slate	<input type="checkbox"/> 20	timber	<input type="checkbox"/> 40
fibrous cement	<input type="checkbox"/> 30	steel	<input type="checkbox"/> 60	steel	<input type="checkbox"/> 60
hardiplank	<input type="checkbox"/> 30	terracotta tile	<input type="checkbox"/> 10	other	<input type="checkbox"/> 80
timber/weatherboard	<input type="checkbox"/> 40	other	<input type="checkbox"/> 80	unknown	<input type="checkbox"/> 90
cladding-aluminium	<input type="checkbox"/> 70	unknown	<input type="checkbox"/> 90		
curtain glass	<input type="checkbox"/> 50				
other	<input type="checkbox"/> 80				
unknown	<input type="checkbox"/> 90				

PART 4 - Particulars of the proposal

1. Area of the land (m²).
2. Gross floor area of existing building (m²).
3. Current uses of all or parts of the building(s)/land e.g. vacant.
4. Does the site contain a dual occupancy? yes no
5. Gross floor area of the proposed addition or new building (m²).
6. Proposed uses of all parts of the building(s)/land.
7. Number of pre-existing dwellings.
8. Number of dwellings to be demolished.
9. Number of dwellings proposed.
10. Number of storeys the proposed building will consist of?

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PART 5 - Fire Safety Schedule

NB: for the whole building and the land on which it is situated.

Item	Measure	Existing measure? YES/NO	Proposed to be upgraded? YES/NO	If yes, enter the proposed standard of performance (eg. AS2118)
1	Access panels, doors and hoppers to fire resisting shafts			
2	Automatic fail safe devices			
3	Automatic fire detection and alarm systems			
4	Automatic fire suppression systems			
5	Emergency lifts			
6	Emergency warning and intercommunication systems			
7	Exit signs			
8	Fire control centres and rooms			
9	Fire dampers			
10	Fire doors			
11	Fire hydrant systems			
12	Fire seals (protecting openings in fire resisting building components)			
13	Fire shutters			
14	Fire windows			
15	Hose reel systems			
16	Lightweight construction			
17	Mechanical air handling systems			
18	Perimeter vehicle access for emergency vehicles			
19	Portable fire extinguishers			
20	Safety curtains in proscenium openings			
21	Smoke and heat vents			
22	Smoke dampers			
23	Smoke detectors and heat detectors			
24	Smoke doors			
25	Solid core doors			
26	Stand-by power systems			
27	Wall wetting sprinkler and drencher systems			
28	Warning and Operational signs			
29	Building occupant warning system			
30	Fire and Smoke Alarms			
31	Illuminated exit sign as emergency lighting			
32	Other			
33	Other			

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PART 6 - Accompanying Documentation Guide

12. Document copies required

Council requires 4 hardcopies of all documents outlined in the checklist outlined on the previous page excluding the photomontage for which only 2 hardcopies are required. All accompanying documents need to be digitalised. Otherwise scanning fees will apply.

13. Site, floor, elevation & section plans

To ensure that your plans are useful to the assessing officer please include the following minimum convention requirements to your plans and drawings:

- Plans to scale, preferably 1:100 1:200
- North point
- Date
- Site address
- Description of plan / drawing
- Architect / designer name and contact
- Number and brief description of amendments
- Hardcopy plans and drawing to be folded to A4 size with a title block on

I have fulfilled these requirements: yes no

14. Digital requirements

To assist Council in record keeping and processing your application all documentation is required on data disc e.g. CD-ROM, DVD-ROM, etc. If this is not possible or the disc content is incorrect then the following scanning fee will apply:

Please tick (✓)

Cost of Works (\$)	Scanning Fee (\$)	(✓)
0 – 300 000	35.15	<input type="checkbox"/>
300 000 – 900 000	105.55	<input type="checkbox"/>
900 000 +	211	<input type="checkbox"/>

File format:



One multi-page **TIFF** file should contain all plans and drawings. e.g. site plan, floor plan, elevation plan, landscape plan, etc.



The application form and every accompanying document each require a separate **PDF** file. e.g. statement of environmental effects, heritage report, etc.

Naming convention:

All files should be named as follows: **Document Type - Property Address**
e.g.

- Architectural Plans - 30 Darcy Street Parramatta.tif
- Application Form - 30 Darcy Street Parramatta.pdf
- Statement of Environmental Effects - 30 Darcy Street Parramatta.pdf
- Waste Management Plan - 30 Darcy Street Parramatta.pdf
- Schedule of Finishes - 30 Darcy Street Parramatta.pdf

For the full list of Document Types go to
www.parracity.nsw.gov.au/development/development_process/prepare__and__lodge

I have a correctly formatted and named disc that is complete: yes no

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PART 7 - Applicant Declaration

15. Declaration

To ensure transparency in Council's decision making functions, any application which is made by a Council employee/Councillor and/or their immediate relative/s, will be referred to an independent consultant for assessment.

I am an employee/Councillor or relative of an employee/Councillor of Parramatta City Council.

yes

no

I declare that all the information in the application and checklist is, to the best of my knowledge, true and correct. The Fire Safety Schedule under Part 5 is an accurate statement of all the existing fire safety measures implemented in the whole building and the land on which it is situated.

Applicant's signature

date:

PART 8 - Owner's Consent

16. Owner's Consent

One or more of the owners is an employee/Councillor or relative of an employee/Councillor of Parramatta City Council.

yes

no

I/we own the subject land, consent to this application and consent to Council officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application. I accept that all communication regarding this application will be through the nominated applicant.

In the case of an owners corporation, a seal is required, or if crown land, written authorisation of the relevant statutory authority.

Owner's signature(s)

date:

date:

date:

date:

PART 9 - Council Officer Declaration

17. Declaration

I declare that this application is, to the best of my knowledge, complete including owner's consent and that all accompanying documentation has been checked including digital requirements .

Officer's signature

date: