

COMBINED DEVELOPMENT & CONSTRUCTION CERTIFICATE APPLICATION

made under the Environmental Planning and Assessment Act 1979 (Section 78A)
Roads Act 1993 (Section 138) and Local Government Act 1993 (Section 68)

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PART 1 - Property, Applicant & Owner Details

1. Property Details

Address

unit: house:

street:

suburb: postcode:

Lot/DP/SP etc

lot: DP/SP etc:

2. Applicant Details

Full name/company and
contact person

family name (or company & ABN):

full given name(s):

OR company contact person:

Postal address

suburb: postcode:

Contact details

home phone: mobile:

office phone: fax:

email: date:

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

3. Owners Details

Full name(s)/company

family name(s) (or company & ABN):

full given name(s):

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.

OFFICE USE ONLY

Reference:

DA Fee:

Date:

Receipt #

Scanning Fee:

Reference:

CC Fee:

Date:

Receipt #

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PART 2 - Development Description and Proposal Details

4. Type and cost of proposed development - Please tick (✓)

Signage/advertising	<input type="checkbox"/>	Use of land/building	<input type="checkbox"/>	Carrying out of works	<input type="checkbox"/>	Subdivision	<input type="checkbox"/>
Earthworks	<input type="checkbox"/>	Construct a building	<input type="checkbox"/>	Demolition	<input type="checkbox"/>	Other	<input type="checkbox"/>
Estimated cost:	\$ <input type="text"/>						

5. Description of proposed development

Detailed description

6. Proposed use of the building

Please tick (✓)

<input type="checkbox"/>	Single dwelling
<input type="checkbox"/>	Residential flats, dual occupancy, multi unit, serviced apartments
<input type="checkbox"/>	Mixed use development
<input type="checkbox"/>	Hotel, motel, boarding house, hostel
<input type="checkbox"/>	Offices (Commercial)
<input type="checkbox"/>	Retail
<input type="checkbox"/>	Factory, service station
<input type="checkbox"/>	Warehouse, showroom
<input type="checkbox"/>	Public buildings, halls, educational, laboratories
<input type="checkbox"/>	Outbuildings, garages, pergolas, pools, signs
<input type="checkbox"/>	Other (please describe)
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

7. Number of dwelling units/ gross floor area

	No. Existing	No. Proposed
Studio units	# <input type="text"/>	# <input type="text"/>
1 bedroom units	# <input type="text"/>	# <input type="text"/>
2 bedroom units	# <input type="text"/>	# <input type="text"/>
3 bedroom units	# <input type="text"/>	# <input type="text"/>
4 or more bedroom units	# <input type="text"/>	# <input type="text"/>
Total gross floor area (commercial/retail/residential)	# <input type="text"/>	# <input type="text"/>

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PART 3 - Development Details

8. Operating Details

	No. Existing	No. Proposed
Number of staff/employees	<input type="text"/>	<input type="text"/>
Working hours:		
Monday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Tuesday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Wednesday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Thursday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Friday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Saturday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Sunday	<input type="text"/> to <input type="text"/>	<input type="text"/> to <input type="text"/>
Parking and loading facilities:		
	# Existing	# Proposed
Number of parking spaces	<input type="text"/>	<input type="text"/>
Number of loading bays	<input type="text"/>	<input type="text"/>

9. Integrated Development (s91a of EP&A Act) - please tick (✓)

Is this application for Integrated Development? yes no

Integrated development is development that requires licences or approvals from other Government Departments. If this is an Integrated Development, please select from the appropriate boxes below.

Fisheries Management Act	<input type="checkbox"/> s144	<input type="checkbox"/> s201	<input type="checkbox"/> s205
Heritage Act 1977	<input type="checkbox"/> s58		
Mine Subsidence Compensation Act 1961	<input type="checkbox"/> s15		
National Parks and Wildlife Act 1974	<input type="checkbox"/> s90		
Pollution Control Act 1970	<input type="checkbox"/> s17A	<input type="checkbox"/> s17C	<input type="checkbox"/> s17D <input type="checkbox"/> s171
Rivers and Foreshores Improvement Act 1948	<input type="checkbox"/> Part 3A		
Roads Act 1993	<input type="checkbox"/> s138		
Soil Conservation Act 1938	<input type="checkbox"/> s21D		
Waste Minimisation and Management Act 1995	<input type="checkbox"/> s44		
Water Act 1912	<input type="checkbox"/> s10	<input type="checkbox"/> s13A	<input type="checkbox"/> s18F <input type="checkbox"/> s20B
	<input type="checkbox"/> s20CA	<input type="checkbox"/> s20L	<input type="checkbox"/> s116 <input type="checkbox"/> Part 8

10. Staged Development

Are you applying for a staged development consent? yes no

If you answered yes to this question, please attach written details of the staging proposed.

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PART 3 - Development Details (continued)

11. Approval under s68 Local Government Act 1993

Please tick (✓)

yes no

Generally, Section 68 refers to approvals relating (but not limited to), water supply, sewerage and stormwater drainage work, management of waste community land, public land and of other activities to ensure compliance, refer to Local Government Act 1993, Section 68 and Regulation.

12. Approval under s138 Roads Act 1993

Please tick (✓)

yes no

Does this application propose any form of alteration to Council's road reserve, i.e. Driveway, footpath reconstruction, drainage connection, outdoor dining and the like? If yes, full details of the layout of the proposed driveway crossing, drainage connections including temporary structures and the like are required to be provided with the Development Application.

13. Heritage and Conservation (see PLEP 1996 or Schedule 6 of SREP 28)

Please tick (✓)

Is the building an item of environmental heritage or in a conservation area?

yes no

Are you demolishing all or any part of the building?

yes no

Are you altering or adding to any part of the building?

yes no



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.

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PART 4 - Construction Description and Proposal Details

14. Type of proposed construction

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 floor	<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	<input type="checkbox"/>	no	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

No package - Construction Certificate only

yes	<input type="checkbox"/>	no	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

Current use of site

Is this use still operating?

yes	<input type="checkbox"/>	no	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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.

15. Long Service Levy

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

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PART 4 - Construction Description and Proposal Details (continued)

16. Builder/Owner Builder Details

Name	<input type="text"/>	
Contractor license / permit number in case of owner builder	<input type="text"/>	
Address	<input type="text"/>	
	suburb:	postcode:
Contact details	home phone:	mobile:
	office phone:	email:

PART 5 - Australian Bureau of Statistics Details

17. Information to be collected for Australian Bureau of Statistics

Materials to be used

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

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PART 6 - Particulars of the proposal

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

PART 7 - Election of Principal Certifying Authority

18. Principal Certifying Authority (if 'No Package' was selected in section 14 of Part 4.)

Will Council be the Principal Certifying Authority?	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
Was an Occupation Certificate applied for?	yes	<input type="checkbox"/>	no	<input type="checkbox"/>

If no, name of accredited certifier	<input type="text"/>			
Accreditation number	<input type="text"/>			
Company	<input type="text"/>			
Postal address	<input type="text"/>			
	suburb:	<input type="text"/>	postcode:	<input type="text"/>
Contact details	phone:	<input type="text"/>	mobile:	<input type="text"/>
	email:	<input type="text"/>	fax:	<input type="text"/>



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PART 8 - Fire Safety Schedules

Fire Safety Schedule (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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Planning Advisor's Optional Comments

Area for Planning Advisor's Optional Comments, consisting of 18 horizontal lines.

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PART 9 - Accompanying Documentation Checklist

<p>✓ = Document required. ⊗ = Document required if applying for a Construction Certificate or Complying Development Certificate. ● = Document may be required. NB: Multiple copies are required as outlined on next page.</p>	New Residential Dwellings	Alteration & Additions to Residential Dwellings	Swimming Pools & Spas	New Dual Occupancies	Multi Unit / Town Housing	Residential Flat Buildings & Seniors Living	Commercial & Industrial Buildings	Child Care Centres	Subdivision / Demolition	Advertising / Signage	Applicant Checklist (✓)	Council Checklist (✓)
Site Plan (1:100 scale / 1:200)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Floor Plan (1:100 scale / 1:200)	✓	✓	●	✓	✓	✓	✓	✓	●	●		
Elevation Plan (1:100 scale / 1:200)	✓	✓	✓	✓	✓	✓	✓	✓	●	✓		
Section Plan (1:100 scale / 1:200)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Shadow Diagrams	●	●	●	●	✓	✓	●	●	●	●		
Building Specifications (In accordance with the BCA)	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗		
Statement of Environmental Effects	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Energy & Sustainability Performance Certificate e.g. BASIX	✓	●	●	✓	✓	✓	✓	✓	na	na		
Notification Plans (site and elevation plans in A4)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Landscaping Plan	✓	●	●	✓	✓	✓	✓	✓	●	●		
Erosion & Sediment Control	✓	✓	✓	✓	✓	✓	✓	✓	✓	●		
Drainage / Stormwater Plan	✓	✓	●	✓	✓	✓	✓	✓	✓	●		
Drainage Statement	na	●	✓	na	na	na	na	na	na	na		
Waste Management Plan	✓	✓	✓	✓	✓	✓	✓	✓	●	●		
External Finishes & Materials	✓	●	✓	✓	✓	✓	✓	●	●	✓		
Registered Surveyor Plans	✓	✓	✓	✓	✓	✓	✓	✓	✓	●		
Heritage Impact Statement	●	●	●	●	●	●	●	●	●	●		
Aboriginal Archaeological Statement	●	●	●	●	●	●	●	●	●	●		
Photomontage	●	●	●	●	✓	✓	✓	●	●	●		
SEPP 65 Statement	na	na	na	na	●	✓	●	na	na	na		
Contamination Report	●	●	●	●	●	●	●	●	●	●		
Flora and Fauna Statement	●	●	●	●	●	●	●	●	●	●		
Design Review Panel referral	na	●	na	na	●	●	●	na	na	na		
Social Impact & Cultural Statement	●	●	●	●	●	●	●	●	●	●		
Digital Requirements	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		

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PART 10 - Accompanying Documentation Guide

19. 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. If the development is integrated and/or concurrence is required then 2 additional copies are required. All accompanying documents need to be digitalised. Otherwise scanning fees will apply.

20. Site, floor, elevation & section plans

Plans and drawings must include the following:

- Plans to scale, 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 the front
- Section plan shows driveway gradient
- Levels to the Australian Height Datum

I have fulfilled these requirements: yes no

21. Other plans, statements and reports

- | | |
|---|---|
| Notification plans - | To allow Council to notify adjacent properties of this proposal A4 size site and elevation plans are required. |
| Building specifications - | Detailed specifications of structure in accordance with the Building Code of Australia (BCA). |
| Erosion and sediment control - | Indicate where soil has been disturbed on plans. |
| External finishes and materials - | Samples and/or colour charts are suitable. |
| Landscape plans - | To be prepared by a qualified landscape architect. |
| Shadow profiles - | Required for buildings of 2 storeys or greater at 9am, 12pm and 3pm (Winter Solstice). |
| Drainage plan - | This is a stormwater concept plan of hydraulics and on-site stormwater detention (OSD) calculations if required. |
| Waste management plan - | Meet the objectives of section 4.3.5 of the Parramatta Development Control Plan (DCP) 2005. |
| Energy & sustainability Performance certificate - | Can be sourced from www.basix.nsw.gov.au . Also required for alterations and additions >\$100 000 and swimming pools >40 000 L. |
| Heritage impact statement - | If the subject site is a heritage item or is in a conservation area. See Heritage DCP or LEP on Council website. |
| Aboriginal archaeological Statement - | For "high and medium" sensitivity sites. |
| Contamination report - | If the site is potentially contaminated. |
| Flora and fauna report - | If requested by Council. |
| SEPP 65 verification Statement - | For structures 3 storeys or greater having a residential component see www.planning.nsw.gov.au . |
| Social impact & cultural Statement - | If the site is greater than 5000 m ² . |

I have fulfilled these requirements: yes no

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PART 10 - Accompanying Documentation Guide (continued)

22. Statement of environmental effects

The following Statement of Environmental Effects has been prepared to identify the subject site, consider the effects on the surrounding environment, streetscape and adjoining properties. Council's Development Control Plan (DCP) has been taken into account in the preparation of this report:

Property:

The subject property is known as House Number [redacted]
The subject property is located within the Local Government Area of Parramatta City Council. The subject property allotment size is [redacted]
How is the property therefore capable of sustaining the proposed development?

Comments:

[redacted]
[redacted]
[redacted]

Proposal:

The proposal consists of the construction of [redacted]
The total area of the proposal is? [redacted]
How will colours used compliment the existing dwelling?

Comments:

[redacted]
[redacted]
[redacted]

Existing infrastructure:

Given the nature of the proposal, I/we believe the proposed [redacted] will affect the existing infrastructure services related to the subject site in the following way:

Comments:

[redacted]
[redacted]
[redacted]

Environmental issues:

Does the property in question have any environmental constraints? Does the property appear too be in a mine-subsidence area, or bushfire prone land?

Comments:

[redacted]
[redacted]
[redacted]

Vegetation / trees:

How will the proposal effect the existing vegetation / trees on the subject property, or adjoining property?

Comments:

[redacted]
[redacted]
[redacted]

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PART 10 - Accompanying Documentation Guide (continued)

Stormwater / drainage: What is the effect of the development proposal on the existing stormwater run-off? Will the total area of hard surface be increased? Will sufficient landscaped area remain for natural absorption of rainwater? Is all new stormwater connected to the existing stormwater system currently on the site?

Comments:

Streetscape: How has the proposal been designed in to harmonise with the existing dwelling and surrounding properties? How does the shape and colour selection ensure that the proposal will compliment the existing dwelling and streetscape?

Comments:

Setbacks: Show how the proposal meets the setback requirements outlined in Council's Development Control Plan (DCP), and meets the requirements of the Building Code of Australia (BCA):

Comments:

Privacy and noise: How will the proposal have minimal privacy impacts on the adjoining and surrounding properties? Show how the proposal will not generate additional noise, which would affect the adjoining properties or neighbourhood:

Comments:

Traffic and car parking: How does the proposal effect traffic in the surrounding area? Explain how the existing dwelling has suitable existing and proposed car parking capacity that enables adequate access to the property?

Comments:

The investigation of the property in question and the surrounding area concludes that the proposal will have minimal impact on the adjoining dwellings and neighbourhood. The proposal will also compliment the existing dwelling and landscape.

yes

no

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PART 10 - Accompanying Documentation Guide (continued)

23. Design Review Panel

DRP provides independent professional advice to Council in regards to the design quality of:

- All residential flat buildings 3 storeys in height or greater
- All high density housing
- All mixed use development 3 storeys in height or greater
- Draft master plans required under Parramatta Local Environment Plan 2001
- Any other development which, in the opinion of the Manager Development Services, or the Council, is likely to benefit from design review.

If your proposal is described by any of these then 6 additional copies of plans (A3) and accompanying documents are to be submitted with this application along with an additional fee which can be found at www.parracity.nsw.gov.au/development.

I have fulfilled these requirements: yes no

24. 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

COMBINED DEVELOPMENT & CONSTRUCTION CERTIFICATE APPLICATION

made under the Environmental Planning and Assessment Act 1979 (Section 78A)
Roads Act 1993 (Section 138) and Local Government Act 1993 (Section 68)

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 11 - Applicant Declaration

25. 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 8 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 12 - Owner's Consent

26. 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 13 - Council Officer Declaration

27. Declaration

I declare that this application is, to the best of my knowledge, complete including owner's consent and that all accompanying documentation outlined in the checklist on page 10 has been checked including digital requirements .

Officer's signature

date: