

COMPLYING CHECKLIST - INTERNAL BUILDING ALTERATIONS

Disclaimer: The information provided by you on this form will be used by Parramatta City Council or its agents to process this application. The provision of this information is voluntary, however, if you do not provide the information, Council may not be able to fully process your 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 Details

1. Property Details

Address	unit no:	house no:
	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		
Contact details	suburb:	postcode:
	home phone:	mobile:
	office phone	fax:
	email:	date:

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

PART 2 - Complying Development Checklist

	Requirements under Section 6.4.7 Parramatta DCP 2005	Yes (✓)	No (✓)	N/A (✓)
1	The alterations or renovations are to a previously completed and approved building and meets the specifications of Complying Development. See www.parracity.nsw.gov.au/home/publications/development_development_control_plan .			
2	The works maintain fire safety and accessibility to all fire exits.			
3	The structure will comply with the deemed to satisfy provisions of the Building Code of Australia. See http://www.aib.org.au/buildingcodes/bca.htm .			
4	The building and its use is an existing approved use.			
5	The work will maintain existing gross floor area. For industrial premises mezzanines are a maximum of 50m ² for office purposes associated with the industry for use by existing staff, storage or amenities.			

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PART 2 - Complying Development Checklist (Continued)

	Requirements under Section 6.4.7 Parramatta DCP 2005	Yes (✓)	No (✓)	N/A (✓)
7	Works to food premises and restaurants comply with: <ul style="list-style-type: none"> Food safety standards adopted by the Food Act, 2003. 			
8	Works to food premises and restaurants comply with: <ul style="list-style-type: none"> Australian Standard AS4674-2004 "Design, construction and fit-out of food premises". 			
9	Works to food premises and restaurants will comply with: <ul style="list-style-type: none"> Clean Air (Plant and Equipment) Regulation, 1997. 			
10	Works to food premises and restaurants will comply with: <ul style="list-style-type: none"> Australian Standards AS1668 Parts 1, 7 & 2. 			
11	Works to hairdressers, beauty salons and skin penetration premises will comply with the: <ul style="list-style-type: none"> Public Health Act, 1991. 			
12	Works to hairdressers, beauty salons and skin penetration premises will comply with the: <ul style="list-style-type: none"> Public Health Regulation, 2002. 			
13	Works to hairdressers, beauty salons and skin penetration premises will comply with the: <ul style="list-style-type: none"> NSW Health Skin Penetration Guidelines. 			
14	Works to hairdressers, beauty salons and skin penetration premises will comply with the: <ul style="list-style-type: none"> Local Government Act – Orders Regulations. 			
15	Any sound producing equipment machinery or fittings forming part of a mechanical ventilation system and/or refrigeration system is insulated or isolated. Insulation or isolation will be provided if necessary so that noise emitted does not exceed LA10 of 5dBA above the background level in any octave band from 63Hz centre frequencies inclusive at the boundary of the site and measurement will be carried out in accordance with AS1055.			

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PART 3 - Applicant Declaration

3. Declaration

I understand that this development proposal for an internal building alterations must comply with the requirements under Section 6.4.7 of the Parramatta Development Control Plan 2005 otherwise it does not qualify as Complying Development and will require a Development Application. A Complying Development Certificate can only be issued if the development satisfies all of the standards listed in Section 6.4 and if you are located in a special character area the development must satisfy the requirements contained in Section 5.1 of this DCP (Special Character Areas) Where there is a conflict between Section 6.4 and Section 5.1, the controls in Section 5.1 take precedence. If the development falls outside these standards a Development Application must be submitted.

I declare that all the information in this checklist is, to the best of my knowledge, true and correct.

Applicant's signature

date:



You can log onto www.parracity.nsw.gov.au/development to track the progress of any 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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