

- ACCREDITED CERTIFIERS
- PRINCIPAL CERTIFYING AUTHORITY
- CONSTRUCTION CERTIFICATES
- FIRE SAFETY/BUILDING CONSULTANTS

**NSW BUILDING  
CERTIFIERS**

## Complying Development Certificate Application

Under Section 109C (1) (b), 81A (2) and 81A (4) of the Environmental Planning and Assessment Act 1979

### 1. Details of the applicant

Mr  Ms  Mrs  Other

First name  Family name  Company/ Organisation

Flat/street no.  Street name

Suburb or town  State  Postcode

Daytime telephone  Fax  Mobile

Email

### 2. Identify the land

Level / Flat no.  Street no. & Street name

Suburb or town  State  Postcode

Lot no.  DP/ MPS no.  Section

Building Name  Volume/ folio

### 3. Estimated cost of the development

\$  *including GST*

### 4. Describe the development

What type of work do you propose to carry out?

- Building work
- Subdivision work

Describe the work

SUITE 15/2-12 GLEBE POINT ROAD  
GLEBE  
NSW 2037  
WWW.NSWCERTIFIERS.COM.AU

MOBILE 0400 113 802  
PHONE (02) 9518 7776  
FAX (02) 9518 6310  
EMAIL nswcertifiers@bigpond.com.au

# Certificate Application Form

## 5. Signatures

### Applicant's Signature

Signature

Date

### Owners' Consent

- Every owner of the land must sign this application.
- If the owner is a company, this form must be signed by an authorised director of the company.
- If the property is a unit under strata title, or a lot in a community title, this form must be signed by the chairperson or the secretary of the Body Corporate or the appointed managing agent.
- If you are signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (e.g. power of attorney, executor, trustee, company director, etc)

As the owner(s) of the above property, I/we consent to this application. I also consent for NSW Building Certifiers staff to enter the land to carry out inspections relating to this application.

### Owners Signature

Signature

Name Of Person and/ or Company Name & Address

Date

### Owners Signature

Signature

Name Of Person and/ or Company Name & Address

Date

## 6. Details of the principal contractor/builder

Builder's name

Builder's licence number

Flat/street no.

Street name

Suburb or town

State

Postcode

Daytime telephone

Fax

Mobile

Email

OFFICE USE ONLY: date received

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## 7. Information to be attached to the application

You need to provide material with your application that is relevant to the type of work you propose to do. Please indicate the material you have attached by placing a cross in the appropriate boxes :

1. If you are going to carry out **building work**:
  - a copy of any compliance certificates on which you rely
  - detailed plans of the building (4 copies)
 

The plans must be drawn to a suitable scale and consist of a general plan and a block plan. The general plan of the building is to:

    - show a plan of each floor section
    - show each elevation of the building
    - show the level of the lowest floor, the level of any yard or unbuilt area on that floor and the level of the ground
    - indicate the fire safety and fire resistance measures (if any), and their height, design and construction

*Where you propose to alter, add to or rebuild a building that is already on the land, or modify plans that have already been approved, please mark the general plan (by colour or otherwise) to show the change you propose to make.*
  - detailed specifications of the building (4 copies)
 

The specifications are to:

    - describe the construction (including the standards that will be met), the materials which will be used to construct the building and the methods of drainage, sewerage and water supply
    - state whether the materials proposed to be used are new or second hand and give details of any second-hand materials to be used.

*Where you propose to modify specifications that have already been approved, please mark the approved specifications (by colour or otherwise) to show the modification.*
  - a plan of the existing building, drawn to scale, where the application involves building work to alter, enlarge or extend that building
 

This plan will assist NSW Building Certifiers, being the certifying authority to assess whether the work will reduce the fire protection capacity of the building.
  - evidence of any accredited component, process or design on which you seek to rely
 

*Components, processes or designs that relate to the erection or demolition of a building are accredited under the Environmental Planning and Assessment Regulation 2000.*
  - details of the fire safety measures, unless you are building a single dwelling or a non-habitable building or structure (such as a private garage, carport, shed, fence, antenna, wall or swimming pool). These details are to include:
    - a list of any fire safety measures you propose to include in the building or on the landfill you propose to alter, add to or rebuild a building that is already on the land, a list of the fire safety measures that are currently used in the building or on the land

*The lists must describe the extent, capability and the basis of design of each measure.*
  - the attached schedule, completed for the development
 

*The information in the schedule will be used by the Australian Bureau of Statistics to report each quarter on the building activity that occurs in the economy. Building statistics allow governments and businesses to accurately identify main areas of population growth and demand for products and services.*
  - a long service levy to construct a building, unless:
    - the cost of construction is less than \$25,000

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## 8. Schedule to application for a complying development certificate

Please complete this schedule. The information will be sent to the Australian Bureau of Statistics.

### All new buildings

Please complete the following:

- Number of storeys (including underground floors)
- Gross floor area of new building (m<sup>2</sup>)
- Gross site area (m<sup>2</sup>)

### Residential buildings only

Please complete the following details on residential structures:

- Number of dwellings to be constructed
- Number of pre-existing dwellings on site
- Number of dwellings to be demolished
- Will the new dwelling(s) be attached to other new buildings? Yes  No
- Will the new building(s) be attached to existing buildings? Yes  No
- Does the site contain a dual occupancy?  
(NB dual occupancy = two dwellings on the same site) Yes  No

### Materials – residential buildings

Please indicate the materials to be used in the construction of the new building(s):

Walls	Code	Roof	Code	Floor	Code	Frame	Code
Brick (double)	<input type="checkbox"/> 11	Tiles	<input type="checkbox"/> 10	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40
Brick (vener)	<input type="checkbox"/> 12	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40	Steel	<input type="checkbox"/> 60
Concrete or stone	<input type="checkbox"/> 20	Fibre cement	<input type="checkbox"/> 30	Other	<input type="checkbox"/> 80	Aluminium	<input type="checkbox"/> 70
Fibre cement	<input type="checkbox"/> 30	Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90	Other	<input type="checkbox"/> 80
Timber	<input type="checkbox"/> 40	Aluminium	<input type="checkbox"/> 70			Not specified	<input type="checkbox"/> 90
Curtain glass	<input type="checkbox"/> 50	Other	<input type="checkbox"/> 80				
Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90				
Aluminium	<input type="checkbox"/> 70						
Other	<input type="checkbox"/> 80						
Not specified	<input type="checkbox"/> 90						