

Coonamble Shire Council

Complying Development Application Form (CDC)

Made under the Environment Planning and Assessment Act 1979 Sections 4.27, 4.28

PLEASE ANSWER ALL QUESTIONS, failure to do so may result in the return of the application.

1 Applicant Details

If the applicant is not the owner of the land, then the owners' written consent to lodge the application is required. All correspondence, both written and verbal and notice of determination will be sent to the applicant. It is important to notify Council of any change of address and / or telephone number if this occurs during the processing of the application.

Mr

Mrs

Ms

Miss

Other:

Family name(s) OR company name

Given name(s)

Postal Address

(All correspondence will be sent to this address)

Email Address

Daytime telephone number(s)

Signature of applicant(s)

2 Owners details and consent

This section must be completed by all property owners. If the owner of the property is a company, then the director/s or the secretary of the company must sign the application and affix the body corporate stamp, if required, to this form or as an attachment with the appropriate details confirming consent.

Name(s) OR company name

Signature(s)

Daytime telephone number

3 Property description / Land to be developed

It is important that the property is accurately identified by its legal description. This information is shown on your Rates Notices, property deeds etc.

Unit / street no.

Street name

Suburb / Locality

Postcode

Lot no.

Section no.

Deposited Plan no.

Parish

4 Description of Development

Type of work and description (e.g., Dwelling, shed, carport etc or Subdivision work)

5 Cost of the proposal

The cost of the proposal should include all of the costs (e.g., finished value of building) \$

6 Licensed Builder or Owner Builder

To be completed in the case of proposed residential building work

Licensed Builder

Builders Name OR company name

Builders Licence Number

OR

Owner Builder

Name & Address

NOTE: In the case of a licensed builder a copy of the Home Owners Warranty Insurance relevant to the works must be provided to Council (*prior to works commencing*). For owner builder a copy of the owner builder permit is required by Council for works valued above \$10,000, (*prior to works commencing*).

7 Schedule to Complying Development Application (particulars of proposal)

What is the area of the land (m²)?

Gross floor area of **existing building** (m²)?

What are the current uses of all or parts of the building(s)/land? (If vacant state vacant)

Does the site contain a dual occupancy?

YES

NO

What is the gross floor area of the **proposed addition or new building** (m²)?

Number of pre-existing dwellings?

Number of dwellings to be demolished?

How many dwellings are proposed?

How many storeys will the building consist of?

8 Materials to be used

Place a tick in the box which best describes the materials the new work will be constructed of

WALLS

- | | | | |
|------------------|--------------------------|---------------------|--------------------------|
| brick veneer | <input type="checkbox"/> | Fibrous cement | <input type="checkbox"/> |
| full brick | <input type="checkbox"/> | hardiplank | <input type="checkbox"/> |
| single brick | <input type="checkbox"/> | timber/weatherboard | <input type="checkbox"/> |
| concrete block | <input type="checkbox"/> | cladding-aluminium | <input type="checkbox"/> |
| concrete/masonry | <input type="checkbox"/> | curtain glass | <input type="checkbox"/> |
| concrete | <input type="checkbox"/> | other | <input type="checkbox"/> |
| steel | <input type="checkbox"/> | unknown | <input type="checkbox"/> |

FRAME

- | | |
|---------|--------------------------|
| timber | <input type="checkbox"/> |
| steel | <input type="checkbox"/> |
| other | <input type="checkbox"/> |
| unknown | <input type="checkbox"/> |

FLOOR

- | | |
|----------|--------------------------|
| concrete | <input type="checkbox"/> |
| timber | <input type="checkbox"/> |
| other | <input type="checkbox"/> |
| unknown | <input type="checkbox"/> |

FOOTINGS

- | | |
|----------------------|--------------------------|
| Mass pour concrete | <input type="checkbox"/> |
| brick | <input type="checkbox"/> |
| timber piers/columns | <input type="checkbox"/> |
| concrete piers | <input type="checkbox"/> |
| other | <input type="checkbox"/> |
| existing | <input type="checkbox"/> |
| strip footings | <input type="checkbox"/> |

ROOF

- | | | | |
|-------------------------|--------------------------|-----------------|--------------------------|
| aluminium | <input type="checkbox"/> | slate | <input type="checkbox"/> |
| concrete | <input type="checkbox"/> | steel | <input type="checkbox"/> |
| concrete tile | <input type="checkbox"/> | terracotta tile | <input type="checkbox"/> |
| fibrous cement | <input type="checkbox"/> | other | <input type="checkbox"/> |
| fibreglass | <input type="checkbox"/> | unknown | <input type="checkbox"/> |
| masonry/terracotta tile | <input type="checkbox"/> | | |
| tiles | <input type="checkbox"/> | | |

9 Development Involving Asbestos

Estimated area of asbestos involved in the proposed development:

N/A

Bonded Asbestos (m²):
(Solid Sheeting)

Friable Asbestos (m²):
(Fire damaged sheeting)

NOTE: Any development involving asbestos removal must be undertaken by a business licensed under clause 318 of the Occupational Health & Safety Regulation 2001, except where less than 10m² of bonded asbestos is being removed.

10 Building Sustainability Index (BASIX)

BASIX is a new planning tool that affects residential development. BASIX is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices. By applying practical measures to the design of a new home, BASIX ensures there is the potential to save energy and water – saving you money on your bills and protecting the environment.

A BASIX Certificate identifies the sustainability features required to be incorporated in the building design. These features may include sustainable design elements such as recycled water, rainwater tanks, AAA-rated showerheads and taps, native landscaping, heat pump or solar water heaters, gas space heaters, roof eaves/awnings and wall/ceiling insulation.

You need a BASIX Certificate in the Mid-Western Regional Local Government Area 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.

The applicant is required to submit the BASIX Certificate with the Development Application or Complying Development Certificate application. The plans and specifications must also identify the BASIX commitments which will be checked by a professional building certifier during construction. Where submitted plans or specifications are inconsistent with the relevant BASIX Certificate, Council should require applicants to submit consistent applications before progressing the assessment process, either by amending plans / specifications or by submitting a new BASIX Certificate with commitments that match the rest of the application.

Applicants can generate the BASIX Certificate only on the NSW Department of Infrastructure, Planning and Natural Resources' BASIX website: www.basix.nsw.gov.au. For more information, phone DIPNR's BASIX Help Line on 1300 650 908

Is a BASIX Certificate required?

YES NO

Is a BASIX Certificate attached?

YES NO

Note: Council cannot accept a Complying Development Application for residential purposes without a BASIX Certificate.

11 Applicable Planning Instrument

Please indicate the Planning Instrument you nominate to be used for assessment of this Complying Development by ticking the appropriate box.

State Environmental Planning Policy
(Exempt & Complying Development Codes) 2008

Coonamble Local Environmental Plan 2011

Notes for completing Complying Development Certificate Application

- Note 1** In the case of Crown land within the meaning of the *Crown Lands Act 1989* the owner's consent must be signed by an officer of the Department of Land and Water Conservation, authorised for these purposes by the Governor-in-Council, from time to time.
- Note 2** A description of the land to be developed can be given in the form of a map which contains details of the lot number, DP/MPS, vol./fol etc.
- Note 3** **A plan of the land must indicate:**
- location, boundary dimensions, site area and north point of the land
 - existing vegetation and trees on the land
 - location and uses of existing buildings on the land
 - existing levels of the land in relation to buildings and roads
 - location and uses of buildings on sites adjoining the land.
- Note 4** **Plans or drawings describing the proposed development must indicate (where relevant):**
- the location of proposed new buildings or works (including extensions or additions to existing buildings or works) in relation to the land's boundaries and adjoining development
 - floor plans of proposed buildings showing layout, partitioning, room sizes and intended uses of each part of the building
 - elevations and sections showing proposed external finishes and heights
 - proposed finished levels of the land in relation to buildings and roads
 - building perspectives, where necessary to illustrate the proposed building
 - proposed parking arrangements, entry and exit points for vehicles, and provision for movement of vehicles within the site (including dimensions where appropriate)
 - proposed landscaping and treatment of the land (indicating plant types and their height and maturity)
 - proposed methods of draining the land.
- Note 5** **The following information must also accompany a complying development certificate application for building or subdivision work and change of building use:**
- Building Work**
- In the case of an application for a complying development certificate for **building work**:
- copies of compliance certificates relied upon
 - three (3) copies of detailed plans and specifications
- The plan for the building 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 a plan of each elevation of the building
 - show the levels of the lowest floor and of any yard or unbuilt on area belonging to that floor and the levels of the adjacent ground
 - indicate the height, design, construction and provision for fire safety and fire resistance (if any)
- Where the proposed building work involves any alteration or addition to, or rebuilding of, an existing building the general plan is to be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the proposed alteration, addition or rebuilding.
- Where the proposed building work involves a modification to previously approved plans and specifications the general plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification.
- The specification is:
- to describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply
 - to state whether the materials proposed to be used are new or second hand and give particulars of any second-hand and give particulars of any second-hand materials to be used

- c) where the application involves an alternative solution to meet the performance requirements of the BCA, the application must also be accompanied by:
 - details of the performance requirements that the alternative solution is intended to meet, and
 - details of the assessment methods used to establish compliance with those performance requirements
- d) if relevant, evidence of any accredited component, process or design sought to be relied upon

NB *if an EPI provides that complying development must comply with the deemed-to-satisfy provisions of the BCA a CDC cannot authorise compliance with alternative solutions to the performance requirements corresponding to those deemed-to-satisfy provisions*

- e) except in the case of a class 1a or class 10 building:
 - a list of any fire safety measures that are proposed to be implemented in the building or on the land on which the building is situated, and
 - if the application relates to a proposal to carry out any alteration or rebuilding of, or addition to, an existing building, a separate list of such of those measures as are currently implemented in the building or on the land on which the building is situated.

The list must describe the extent, capability and basis of design of each of the measures concerned.

Subdivision Work

In the case of an application for a complying development certificate for **subdivision work**:

- a) details of the existing and proposed subdivision pattern (including the number of lots and location of roads)
- b) details of consultation with public authorities responsible for provision or amplification of utility services required by the proposed subdivision
- c) existing and finished ground levels
- d) copies of compliance certificates relied upon
- e) four (4) copies of detailed engineering plans. The detailed plans may include but are not limited to the following:
 - earthworks
 - roadworks
 - road pavement
 - road furnishings
 - stormwater drainage
 - water supply works
 - sewerage works
 - landscaping works
 - erosion control works
- f) Where the proposed subdivision work involves a modification to previously approved plans the plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification.

Change of Building Use

In the case of an application for a complying development certificate for a **change of building use** (except for an application that, if granted, would authorise the building concerned being used as a class 1a or class 10 building):

- a list of any fire safety measures that are proposed to be implemented in the building or on the land on which the building is situated in connection with the proposed change of building use,
- a separate list of such of those measures as are currently implemented in the building or on the land on which the building is situated.

The list must describe the extent, capability and basis of design of each of those measures concerned.

Note 6 Other information must indicate (where relevant):

- a) in the case of shops, offices, commercial or industrial development:
 - details of hours of operation
 - plant and machinery to be installed
 - type, size and quantity of goods to be made, stored or transported, loading and unloading facilities
- b) in the case of demolition:
 - details of age and condition of buildings or works to be demolished
- c) in the case of advertisements:
 - details of the size, type, colour, materials and position of the sign board or structure on which the proposed advertisement is to be displayed
- d) in the case of development relating to an existing use:
 - details of the existing use
- e) in the case of a development involving the erection of a building, work or demolition:
 - details of the methods of securing the site during the course of construction.

Note 7 Home Building Act Requirements

In the case of an application for a complying development certificate for residential building work (within the meaning of the *Home Building Act 1989*) attach the following:

- (a) in the case of work by a licensee under that Act:
 - (i) a statement detailing the licensee's name and contractor licence number, and
 - (ii) documentary evidence that the licensee has complied with the applicable requirements of that Act*, or
- (b) in the case of work done by any other person:
 - (i) a statement detailing the person's name and owner-builder permit number, or
 - (ii) a declaration signed by the owner of the land, to the effect that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of **owner-builder work** in section 29 of that Act.

* A certificate purporting to be issued by an approved insurer under Part 6 of the *Home Building Act 1989* to the effect that a person is the holder of an insurance contract issued for the purposes of that Part, is sufficient evidence that the person has complied with the requirements of that Part.

Note 8 Long Service Levy

Under s 85A (10A) of the *Environmental Planning and Assessment Act 1979* a complying development certificate cannot be issued until any long service levy payable under section 34 of the *Building and Construction Industry Long Service Payments Act 1986* (or where such a levy is payable by instalments, the first instalment of the levy) has been paid. The local council may be authorised to accept payment.