

The Council of the
SHIRE OF BREWARRINA

All communications to be addressed to the General Manager



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DEVELOPMENT APPLICATION / CONSTRUCTION CERTIFICATE FORM

Use this form to apply for consent to carry out development (**Council Approval**) and to apply for a Construction Certificate (**the Building Permit which lets you start works**). Please **complete the checklist at the back of this form prior to bringing to Council for lodgement**. Ensuring that **all of the required information** and detail is presented **at time of lodgement** will **greatly reduce delays** and ensure a **faster processing and notification time**. Once Council has assessed your application, you will receive a notice of determination. Please sign and return the PCA Agreement If you wish to appoint Council as the Principal Certifying Authority, to undertake inspections and issue the Occupation (Final) Certificate. The **PCA agreement is to be returned to Council prior to issue of the Construction Certificate**.

1. Details of the applicant – Usually the Owner, or Project Manager (the person who is to be contacted if further information is sought.)

Mr Ms Mrs Dr Other

First name Family name

Flat/street no. Street name or PO Box No.

Suburb or town State Postcode

Daytime telephone Fax Mobile

Email

2. Identify the land you propose to develop

Flat/street no. Street name

Suburb or town Postcode

Lot no. Section

DP/MPS no. Western Lands Lease Number/Details

You can find the lot, section and DP details on the Council rate notice for the land, or on the title documents for the land. If you need additional room, please attach a schedule and/or a map with these details.

3 a) Describe what you propose to do

Please include **all** proposed works, including all proposed buildings, including sheds, carports, garages, pools etc.

Will this involve:

- erecting, altering or adding to a building or structure
➤ Is it a temporary building or structure? Yes No

If the development involves erecting altering or adding to a building or structure, will the value of works be over \$5000

Yes No If No, Go To 3 b)

If yes, will the proposed buildings be 'residential buildings' – i.e. dwellings, additions to dwellings, carports, sheds

If yes you will require a NSW licensed builder to carry out the works, or an owner builder permit, before a Construction Certificate can be issued for the works.

For Residential building works where the contract price exceeds \$5,000 or (if the contract price is not known) the reasonable market cost of the labour and materials involved exceeds \$5,000, the applicant needs to provide council with evidence that the licensed builder is insured to do this work.

Owner builders who sell the property within 6 years will also require Home Warranty Insurance, before entering into a contract for the sale of land on which the owner-builder work is to be or has been done. A contract of insurance that complies with the *Home Building Act 1989*, in force and in relation to the work or proposed work, needs to be attached to the contract for sale.

Builder Name	Licence Number or	Owner Builder	Owner Builder Permit Number
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<input type="text"/>			
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The above information is not necessary to gain development consent, however it is needed prior to the issue of a Construction Certificate, and if not supplied on this form, please include on the Construction Certificate Application Form.

Please note for Owner Builder works above \$12,000, the owner will need to complete a NSW Tafe approved course. Contact your local NSW Tafe for course details.

Contact NSW Department of Fair Trading at their Dubbo office on (6884 2611) for information on how to obtain an Owner Builders Permit.

3 b) Does the development involve -

- subdividing land
 subdividing a building into strata units
 demolition
 changing the use of land or a building or the classification of a building under the Building Code of Australia (without building, subdividing or demolishing)
 other work (without building, subdividing or demolishing)?

4. Estimated cost of the development

\$

including GST – This is to be the reasonable market value of **all materials and labour** for the development – where some or all of the work is to be performed by the applicant/owner, include the reasonable cost if a paid contractor were engaged.

5. Staged development

You can apply for development consent for only part of your proposal now, and for the remaining part(s) at a later stage.

Are you applying for development consent in stages?

No

Yes ➤ Please attach:

- information which describes the stages of your development
- a copy of any consents you already have for part of your development.

6. Plans of the land and development

You need to provide a number of plans that show what you intend to do.

Please attach:

- a site plan of the land, drawn **to scale** (3 copies), showing full allotment dimensions, boundaries, North point, existing buildings and proposed buildings, distances from each, neighbouring buildings and uses where relevant
- plans or drawings of the proposal, drawn **to scale** (3 copies) showing each elevation view, and full structural engineer certified details where relevant of wall and roof frame, and footings/slab detail
- an A4 size floor plan of the proposed building, dimensioned to scale, showing all rooms, uses,

7. Environmental effects of your development

To assess your proposal, the consent authority needs to understand the impacts it will have Depending upon the nature and scale of your proposal,

➤ Please attach a statement of environmental effects.

This is a Statement to council explaining in written form, what it is you propose to do, and what steps you will take to minimise the environmental effects of the development. Include information on proposed waste/rubbish disposal, soil stockpile/excavation management, sediment/erosion control, stormwater disposal for proposed building eg to rainwater tank, overflow to street gutter/garden

8. Other approvals from council

To carry out your proposal, you may need other approvals from the council.

Will you be carrying out Plumbing/Drainage/Stormwater works or installing a transportable dwelling?

No

Yes ➤ Please include details of any approval required – eg Approval to Carry out Plumbing Work, Sewerage Work, Stormwater Drainage Work, Install Septic Treatment System, Install Transportable Dwelling, as these works require an approval for section 68 of the *Local Government Act 1993*.

9. Concurrences from state agencies

Do you need the concurrence of a state agency to carry out the development?

No

Yes ➤ Please list any agencies whose concurrence you need.

Please attach sufficient information for the agency(s) to assess your application.

10. Supporting information

You can support your application with additional material, such as photographs, including aerial photographs, slides and models to illustrate your proposal. Please list what you have attached:

12. Application fee

For development that involves a building or other work, the fee for your application is based upon the estimated cost of the development. If your development needs to be advertised to the public you may also need to include an advertising fee. The consent authority will help you calculate the fee for your application. (Advertising fees attract GST, all other fees do not).

13. Signatures

The owner(s) of the land to be developed must sign the application.

If you are not the owner of the land, you must have all the owners sign the application. ***If the land is Crown land, including Western Lands Lease Land an authorised officer of the Department of Natural Resources must sign the application, before the application can be lodged. For this process, please contact the Western Lands Department in Dubbo.***

As the owner(s) of the above property, I/we consent to this application:

Signature

Name

Date

Signature

Name

Date

14. continued

The applicant, or the applicant's agent, must sign the application.

Signature

Name, if you are not the applicant

In what capacity are you signing if you are not the applicant

Date

15. Privacy policy

The information you provide in this application will enable your application to be assessed by the consent authority and any relevant state agency. If the information is not provided, your application may not be accepted. Your application will be advertised to the public for comment if the development is designated development, advertised development or is required to be advertised by a development control plan. The application will also be kept in a register by the council that can be viewed by the public at any time. Please contact the council if the information you have provided in your application is incorrect or changes.

14. Lodgement

Before submitting your application, please ensure you have attached all the information the consent authority needs to assess your proposal. You can use the following checklist. Please place a cross in the box next to any items you have attached:

Land details

- A map that sets out the lot, section and DP numbers

BASIX Certificate

- Compulsory for all new dwellings, additions/renovations to dwellings, valued at \$100,000 or more, and swimming pools (or pool and spa) with a capacity greater than 40,000 litres

"BASIX Certificate" The Building Sustainability Index (BASIX) is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices.

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 [name of 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 Planning' BASIX website: www.basix.nsw.gov.au. For more information, phone the BASIX Help Line on 1300 650 908.

Staged development

- Information which describes the stages of the development
 A copy of any consents already granted for part of the development

Plans

- A site plan of the land (3 copies) — **required for all applications**
 Plans or drawings of the proposal (3 copies) — **required for all applications**
 An A4 size plan of the proposed building and other structures on the site

Environmental effects

- A statement of environmental effects — **required for all applications**

Other approvals from council - e.g. Plumbing Works

- Information Included for Section 68 Approval

State agency concurrences and approvals

- Additional information required by the agencies from which you need concurrence

Supporting information

- Other material to support your application, such as photos, slides and models.

Application fee

- Your application fee — **required for all applications.**

Schedule to application for a construction certificate

Please complete this schedule for the purpose of providing information to the Australian Bureau of Statistics.

All NEW Buildings

Please complete the following details:

- Number of storeys (including underground floors)
- Gross floor area of new building (m²)
- Gross site area (m²)

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 dwellings be attached to other new buildings?
- Will the new buildings be attached to existing buildings?
- Does the site contain a Dual Occupancy?
(NB Dual Occupancy = two dwellings on the same site)

Yes No

Yes No

Yes No

Materials – Residential Buildings

Please indicate the code that best describes materials to be used in the construction of the new building

Walls			Roof			Floor			Frame		
Brick (double)	<input type="checkbox"/>	11	Tiles	<input type="checkbox"/>	10	Concrete or slate	<input type="checkbox"/>	20	Timber	<input type="checkbox"/>	40
Brick (veneer)	<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									

DA Supplement

**Guide to the information you need to include
with your development application**

1. How to use this guide

This guide provides information to help you to complete your development application. Each section relates to a question in the form where you may need to attach additional information.

If you need further assistance to complete the application, please contact the consent authority (usually the council).

2. Plans of the land and development (Question 5)

You need to include a site plan of the land and the plans or drawings of the proposal to show what you intend to do.

The site plan is to be drawn to scale and show:

- the location of the land, the measurements of the boundaries of the land, the size of the land and which direction is north
- existing vegetation and trees on the land
- the location and uses of buildings that are already on the land
- the existing levels of the land in relation to buildings and roads
- the location and uses of buildings on sites adjoining properties.

The plans or drawings are to be drawn to scale and show, where relevant:

- the location of any buildings or structures on the land, any proposed extensions or additions, the boundaries of the land and any development on adjoining land
- the floor plans of the proposed buildings
- how high the proposed development will be in relation to the land
- each elevation of the proposed building(s)
- any changes that will be made to the level of the land by excavation, filling or otherwise
- the level of the lowest floor, the level of any yard or unbuilt area and the level of the ground
- the arrangements you have made for parking, where vehicles will enter and leave the site, and how vehicles will move about the site
- how the land will be landscaped or otherwise treated and what types of vegetation will be used (including their height and maturity)
- how you intend to drain the land.

You need to attach other plans in the following circumstances:

- an A4 size plan of the proposed building and other structures on the site if you propose to erect, alter or add to a building, and your development does not need to be advertised to the public. The consent authority can tell you if your development must be advertised.
- The plan is to indicate the height and external shape of the proposed building as it will be erected on the site and include details of other buildings or structures on the site.
- a plan of an existing building, drawn to scale, if your application involves building work to alter, expand or rebuild the building.

The plan will allow the consent authority to assess whether any existing buildings must be upgraded for safety reasons.

3.

All other types of development

If your development is not designated development, please attach a statement of environmental effects (SEE). Table 1 sets out the information you need to include in your SEE.

Table 1 What to include in a statement of environmental effects

A statement of environmental effects of a proposal is to include information on the following:

- what you consider to be the environmental impacts of the development
- how you have identified the environmental impacts of the development
- the steps you will take to protect the environment or to lessen the expected harm to the environment
- any matters that must be included by any guidelines issued by the Director-General of the Department of Urban Affairs and Planning
- how you have addressed any other matters identified by the relevant planning instruments

Where relevant, your statement of environmental effects may also need to include additional information:

For shops, offices, commercial or industrial development:

- the hours of operation
- the plant and machinery to be installed
- the type, size and quantity of goods to be made, stored or transported
- the loading and unloading facilities that will be available

To change the use of a building (where you are not doing any building work):

You do not need to include these lists if the building will now be used as a single dwelling or a non-habitable building or structure (such as a private garage, carport, shed, fence, antenna or swimming pool).

- a list of Category One Fire Safety Provisions relating to the proposed change
- a list of Category One Fire Safety Provisions used in the existing building or on the land
- a list of fire safety measures currently used in the building

Each list is to describe the extent, capability and the basis of design of each of the provisions/measures.

For a subdivision:

- the details of the existing and proposed subdivision pattern (including the number of lots and the location of roads)
- the consultation you have carried out with the public authorities who provide, or will increase, the services you will need (eg water, road, electricity, sewerage)
- preliminary engineering drawings which show proposed roads, water, sewer, and earthworks
- both the existing and the proposed ground levels when the subdivision is completed

For demolition:

- the age and condition of the building or structure you will demolish
- whether the building or structure has heritage value

For advertisements:

- the size, type, colour, materials and position of the sign board or structure on which the advertisement will be displayed

For development relating to an existing use:

- the details of the existing use
- a justification for the proposal having regard to the objectives of the zone

For building or demolition:

- the methods that will be used to protect the site during construction or demolition
- A Statement of Certification by a licensed Asbestos testing company in relation to any asbestos on site, and a Waste Management Plan in relation to how the waste will be managed.

Development Application Fees

For Office Use Only				
(029)	D.A Fees	See fee table	\$	Rec: Date:
(032)	Construction Certificate	See fee table	\$	Rec: Date:
(029)	Subdivision no new road New road	\$250 + \$40 per lot \$500 + \$50 per lot	\$	Rec: Date:
(029)	Integrated Development	\$250 per Gov't Department (if dept requests)	\$	Rec: Date:
(031)	Long Service Levy (> \$25,000)	Value x 0.35%	\$	Rec: Date:
(043)	Plan Reform Levy (> \$50,000)	Value x 0.64 1000	\$	Rec: Date:
(065)	Raw Water Connection	See fee table 20mm=\$480-00	\$	Rec: Date:
(065)	Potable Water Connection	See fee table 20mm=\$480-00	\$	Rec: Date:
(066)	Septic Tank	\$99	\$	Rec: Date:
(066)	Sewer Connection	\$512	\$	Rec: Date:
(029)	Advertising Structure	\$25 plus DA, CC fees if not exempt	\$	Rec: Date:
(000)	Advertising in paper	\$215 + \$70 per additional ad	\$	Rec: Date:
(000)	Other		\$	Rec: Date:
(000)	Other		\$	Rec: Date:
		TOTAL	\$	