

Administration Building: 180 Mort Street Lithgow
Postal Address: PO Box 19 Lithgow NSW 2790
Phone: 63549999
Fax: 63514259
Email: council@lithgow.nsw.gov.au
Web: www.lithgow.nsw.gov.au
 ABN: 59 986 092 492



PRIOR TO INSPECTIONS: Please restrain any dogs on premises.

Application for DEVELOPMENT and/or CONSTRUCTION and/or SECTION 68

Application / Certificate under Environmental Planning and Assessment Act 1979 and/or Local Government Act 1993

Type of Application

Please tick the type(s) of applications required

Development Application (Complete pages 1-5 and 6 if applicable for Certifying Authority)
Please also nominate below (if applicable)

Subdivision: Number of lots:

Proposed Road: Yes No
 Type of Subdivision: Torrens Strata Community
Torrens= Subdivision of land, Strata= subdivision of building from land, Community= separate titles with common land

Designated Development **Integrated Development**
See Schedule 3 – Environmental Planning & Assessment Reg 2000 *See Clause 91- Environmental Planning & Assessment Act 1979*

Advertised Development **Staged Development**
See Clause 5 – Environmental Planning & Assessment Reg 2000 *See Part 6 Division 3A – Environmental Planning & Assessment Reg 2000*

Modification 4.55 : DA No.

Type of modification 4.55 (1)- Minor modification or error
 4.55 (1A)- Modification with minimal environmental impact
 4.55 (2)- Other modification

Construction Certificate (Complete pages 1-4, 6-7)

Related DA No Consent Date

Complying Development Certificate (Complete pages 1-7)
(Under State Environmental Planning Policy Name and Number)

S68 Approval (complete pages 1-4 & 8)
(Section 68 Local Government Act 1993)

- | | |
|---|---|
| <input type="checkbox"/> Carry out water supply work/
install water meter <i>(Part B4,3)</i> | <input type="checkbox"/> Install Manufactured Home <i>(Part A1)</i> |
| <input type="checkbox"/> Install Wastewater System <i>(Part C5)</i> | <input type="checkbox"/> Install Solid Fuel Heater <i>(Part F4)</i> |
| <input type="checkbox"/> Operate Wastewater System <i>(Part C6)</i> | <input type="checkbox"/> Dispose of trade waste <i>(Part C4)</i> |
| <input type="checkbox"/> Carry out sewerage work <i>(Part B4,6)</i> | <input type="checkbox"/> Other: <input type="text"/> |

Development Application – required for any development work and new use other than 'exempt or complying development' as permitted under State Environmental Planning Policy (Exempt & Complying Development Codes) 2008 or State Environmental Planning Policy (Infrastructure) 2007.

Modification of consent - required where the modification of an issued development consent is sought:
4.55 (1)- Must be a minor error, misdescription or miscalculation
4.55 (1A)- minor modifications where the development as proposed will be substantially the same development as that approved and having minimal environmental impact on the surrounding area.
4.55 (2)- Must satisfy the Council that the development as proposed to be modified will be substantially the same development.

Construction Certificate – is required to be obtained prior to the erection of a building / carrying out of building works in accordance with any development consent (Addendum A details required documents).

Complying Development Certificate (CDC) combines the functions of both development consent and a construction certificate. Appropriate for many types of minor or routine development, which have a minor impact but have not been specifically declared as exempt development. (Addendum B details required documents).

S68 Approvals - Where the application is for a dwelling or an addition to a dwelling that requires a sewer connection and/or additional sanitary plumbing work, a Section 68 Application must be made concurrently with the DA.

Fee Subject	\$	Fee Subject	\$	Receipting	Application	Reg Nos
DA		Archive		Date	DA	
Construction		Onsite Wastewater		Receipt No	CC	
Compliance		Long Service Levy		Total Fees	CDC	
CDC		Drainage		Cashier	S96	
Occupation Cert		Water Connection		Prop No	S68	
Solid Fuel Heater		Sewer Drainage		BAL Cert	S68	
Section 68		Section 94A		Other	S94= Paid	

Location of the proposal. All details must be provided

Provide details of the current use of the site and any previous uses. Eg vacant land, farm, dwelling, car park

Include all work associated with the application. Eg construction of single dwelling, landscaping, garage, demolition.

Estimated or contract value of the works. Council may request verification through builders quote for under \$500,000 or by a Quantity Surveyors Cost Report over \$500,000.

All correspondence relating to the application will be directed to the applicant. The applicant may be, but is not necessarily, the owner.

A Construction Certificate or Complying Development Certificate application may only be made by a person who is eligible to appoint a principal certifying authority for the relevant development (i.e. the person having the benefit of a development consent or complying development certificate)

Application Tracking

Please also see the- Application for E-Services Login (on website or at counter), which will allow provide you with a login to our electronic DA tracking system. This allows you to keep up to date on the progress of your application, using our website and designated login.

Property Details

Lot No	Sec No	DP/SP No	Other Lot & DP No's
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Street No	Street Name
<input type="text"/>	<input type="text"/>

Suburb	Post Code
<input type="text"/>	<input type="text"/>

Description of Current and Previous Use/s of the Site

Is this use still operating?	If no, when did the use cease?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>

Building Classification/s under current National Construction Code:

Description of the Proposal

Value of Work Proposed

Must include materials, labour costs and GST. Subdivision applications are to provide details of costs of construction. Please see Planning Circular PS13-002 available at <http://www.planning.nsw.gov.au/circulars>

\$

Applicant Details

First Name/s	Surname/s
<input type="text"/>	<input type="text"/>

Company Name (if applicable)

Street No	Street Name/ PO Box
<input type="text"/>	<input type="text"/>

Suburb	Post Code
<input type="text"/>	<input type="text"/>

Contact Phone Number	Email Address
<input type="text"/>	<input type="text"/>

Declaration

I declare that all particulars supplied are correct and all information required has been supplied. I also certify that all information supplied digitally/electronically is a true copy of all plans and documents submitted with this application and that electronic data is not corrupted and does not contain any viruses.

Signature/s	Date
<input type="text"/>	<input type="text"/>

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE

By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council's business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.

This must be completed to include details of ALL owners. If there are more than two owners please attach a separate authority.

If a company/business is the owner of the land than an ASIC's company statement must be provided to Council which details the person(s) authorised to sign on behalf of that company/business. Please go to the following website:
<http://www.asic.gov.au/>

*Note: if construction on or use of Council land is proposed, it may be necessary for Council to sign the Development Application form in its capacity as landowner. This does not authorise actual work on the land. The owners consent is not required for connections to water, sewer and drainage systems that are located in road reserves.

This must be completed to include signatures of ALL owners (see above note). If the property is subject to strata or community title the application must have consent from the Body Corporate.

Details of any pecuniary interests are to be disclosed here.

Owners Details

Owner 1: First Name

Surname

Owner 2: First Name

Surname

Postal Address

Street Number

Street Name

Suburb

Post Code

Contact Phone Number

Email Address

Company Name (if applicable)

Name of signatory for company

Position held by signatory

***Council Land/Dedication:** Does this application propose to use Council owned land in any aspect of the development (excluding existing public roads)? This includes dedicating new roads or land to Council. Yes No

Owners Consent

As owner/s of the property the subject of this application I/WE consent to the application. I/WE grant permission for Council Officers to enter the premises for the purpose of assessment of this application and to conduct inspections relative to this application.

Owner/Company Signatory 1

Print

Signature

Date

Owner 2

Print

Signature

Date

Note: Council deals with the Applicant in relation to correspondence and enquiries to the application. However, if you are the land owner, but not the applicant, Council can forward copies of correspondence to owners, that it sends to the applicant. If this situation applies please answer the following question below:

As the owner do you wish to have copies of all correspondence from Council to the Applicant regarding this application?

Yes

No

Pecuniary Interest

Is the applicant an employee of Lithgow City Council, or is the application being submitted on behalf of an employee of Lithgow City Council?

Yes

No

Does the applicant have a relationship to any staff or Councillor of Lithgow City Council or is the application being submitted on behalf of someone who has such a relationship?

Yes

No

If the answer is yes to any of the above the relationship must be disclosed:



If the development is integrated and requires approval under another Act, please nominate which approvals are required. This may include permits for aquaculture, works on heritage listed buildings, development in a mine subsidence area, Environmental protection licenses mining leases, access to Roads and Maritime Services controlled road, subdivision in bushfire prone land or water uses. Please talk to a planner prior to lodgement, as a separate payment/cheque may be required.

All political donations must be disclosed

The form must be completed correctly and all required information and copies of plans/documents provided before the application can be accepted.

Please refer to Addendum A for Construction Certificate requirements checklist.

Please refer to Addendum B for Complying Development Certificate requirements checklist.

Integrated Development *(Additional fees may apply)*

If the Application is for Integrated Development Please indicate under which Act/s the Licences/Permits are required. See Section 4.46 of the *Environmental Planning & Assessment Act 1979*.

- | | |
|---|---|
| <input type="checkbox"/> Fisheries Management Act | <input type="checkbox"/> National Parks and Wildlife Act |
| <input type="checkbox"/> Heritage Act | <input type="checkbox"/> Protection of Environment Operations Act |
| <input type="checkbox"/> Water Management Act | <input type="checkbox"/> Roads Act |
| <input type="checkbox"/> Rural Fires Act | <input type="checkbox"/> Other <input style="width: 150px; height: 20px;" type="text"/> |

Concurrence

If concurrence is required indicate the authority:

- | | |
|--|---|
| <input type="checkbox"/> Water NSW | <input type="checkbox"/> Roads and Maritime Services |
| <input type="checkbox"/> Railcorp/ John Holland Rail | <input type="checkbox"/> Transgrid/ electricity authority |
| <input type="checkbox"/> Mine Subsidence Board | <input type="checkbox"/> Other <input style="width: 150px; height: 20px;" type="text"/> |

Political Donations

It is required to disclose the following reportable donations and gifts

(if any) made by any person with a financial interest in the application within the period commencing two (2) years before the application is made and ending when the application is determined:

- all reportable donations made to any Councillor of Lithgow City Council, and
- all gifts made to any Councillor or employee of Lithgow City Council.

If required, a disclosure is to be made in a statement accompanying the relevant application by the person who makes the application. If a further donation or gift is made after the lodgement of the application a further statement is required to be provided within seven days after the donation or gift is made.

Is a disclosure statement required? Yes No

If yes, has it been attached to the application? Yes No

Privacy Notice

All information contained in your application including plans and supporting documents may be available for public access or disclosure under the Government Information (Public Access) Act 2009 (GIPA) and other legislation.

Acceptance of Application

Council will not process applications that are incomplete or do not comply with lodgement requirements. These will not be accepted or may be returned to applicants within fourteen (14) days. A guide to application requirements is contained on the following page. Certain applications may require the submission of additional information not listed in the guide.

List of Documentation

Please list all documents you are submitting as part of this application

1	
2	
3	
4	
5	



Section 25J of the Environmental Planning and Assessment Regulation 2000 sets the matters that should be included and what should not be taken into account in the estimation of construction costs by adding up all costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:

- If the development involves the erection of a building, or carrying out of engineering or construction work- the cost or incidental to erect the building, the carrying out the work, including costs (if any) of an incidental to demolition, excavation and site preparation, decontamination or remediation.
- If the development involves a change of use of land- the costs of or incidental to doing anything necessary to enable the use of the land to be changed.

A Quantity Surveyors Detailed Cost Report in accordance with Schedule 4 of the Section 94A (7.12) Development Contributions Plan 2012 must be completed by a registered Quantity Surveyor for works with a **greater value than \$500,000.**

Cost Summary Report

Development Less Than \$500,000

This page is not applicable

A cost summary report in accordance with Schedule 3 of the Section 94A (7.12) Development Contributions Plan 2012 must be completed for works with a value **no greater than \$500,000.**

Analysis of Development Costs:

Demolition and alterations	\$	Hydraulic services	\$
Structure	\$	Mechanical services	\$
External walls, windows and doors	\$	Fire services	\$
Internal walls, screens and doors	\$	Lift services	\$
Wall finishes	\$	External works	\$
Floor finishes	\$	External services	\$
Ceiling finishes	\$	Other related works	\$
Fittings and Equipment	\$	SUB-TOTAL	\$

Sub total carried forward	\$
Preliminaries and margins	\$
SUB-TOTAL	\$
Consultant Fees	\$
Other related development costs	\$
SUB-TOTAL	\$
Goods and services tax	\$
TOTAL DEVELOPMENT COSTS	\$

I certify that I have:

- Inspected the plans the subject of the application for development
- Calculated the development costs in accordance with the definition of development costs in Clause 25J of the *Environmental Planning and Assessment Regulation 2000*
- Included GST in the calculations of development cost

Name:

Signed:

Date

Position & Qualifications:

Construction Certificate and Complying Development Certificate Applications

This section is for Construction Certificate and Complying Development Certificate only.

NOTE:
Please ensure all dogs are restrained prior to inspections being carried out.

To be completed when applying for a Construction Certificate or Complying Development Certificate

This is required to be completed for the Australian Bureau of Statistics. Not required if subdivision or DA only.

Builder/Owner Builder Details

Please Nominate

This page is not applicable

Licenced Builder or Owner Builder

First Name

Surname

Company Name (if applicable)

Licence No

Postal Address

Street Number

Street Name

Suburb

Post Code

Contact Phone Number

Email Address

Principal Certifying Authority

Complete separate PCA Service Agreement where Lithgow City Council is to be nominated as the PCA

The following Principal Certifying Authority is to be / has been appointed to carry out certification work:

Lithgow City Council

Private Certifier:

Materials to be used

Please Nominate

Floor	Class	Frame	Class
<input type="checkbox"/> Timber	40	<input type="checkbox"/> Steel	60
<input type="checkbox"/> Concrete or slate	20	<input type="checkbox"/> Aluminium	70
<input type="checkbox"/> Other	80	<input type="checkbox"/> Timber	40
<input type="checkbox"/> Not Specified	90	<input type="checkbox"/> Other	80
		<input type="checkbox"/> Not Specified	90
Walls	Class	Roof	Class
<input type="checkbox"/> Double Brick	11	<input type="checkbox"/> Fibre Cement	30
<input type="checkbox"/> Timber	40	<input type="checkbox"/> Aluminium	70
<input type="checkbox"/> Brick Veneer	12	<input type="checkbox"/> Steel	60
<input type="checkbox"/> Concrete or slate	20	<input type="checkbox"/> Tiles	10
<input type="checkbox"/> Fibre Cement	30	<input type="checkbox"/> Concrete or slate	20
<input type="checkbox"/> Curtain Glass	50	<input type="checkbox"/> Other	80
<input type="checkbox"/> Steel	60	<input type="checkbox"/> Not Specified	90
<input type="checkbox"/> Aluminium	70		
<input type="checkbox"/> Other	80		
<input type="checkbox"/> Not Specified	90		

Gross Floor Area of Proposal (if applicable) in square metres:

Existing

Proposed

Total

+

=

Gross area of the land in square metres:

Number of Storeys (including underground storey) in the building:

Are the materials to be used second-hand and if so please give particulars of the materials to be used:

No

Yes, specify:



Construction Certificate and Complying Development Certificate Applications

This section is for Construction Certificate and Complying Development Certificate only.

Information for Construction Certificate or Complying Development Certificate only and not required as part of a Development Application.

Drainage= stormwater, natural runoff and/or other.
Sewerage= either septic system and the type, or reticulated sewerage connection.

Water= tank water, grey water system or reticulated water

Details of Building Works

This page is not applicable

Number of proposed water Closets:

Number of existing dwellings on the land which the new building is to be erected:

Number of those existing dwellings that are to be demolished in connection with the erection of the new building:

Number of dwellings to be included in the new building:

Whether the new building is to be attached to any existing building:

Whether the new building is to be attached to any other new building::

Whether the land contains a dual occupancy:

Estimate (if any) of bonded asbestos material or friable asbestos material to be disturbed, repaired or removed:

 m²

List of any **existing** fire safety measures provided in relation to the land or any existing building on the land (Class 1b-9 only, commercial):

A list of the **proposed** fire safety measures to be provided in relation to the land and any building on the land as a consequence of the building work:

Type of Drainage

Please specify what method of drainage will be used:

Type of Sewerage

Please specify what method of sewerage will be used:

Type of Water Supply

Please specify what method of water supply will be used:



Section 68 Applications

Required for plumbing, drainage and sewerage works only.

- This must be completed when requesting a Solid Fuel Heater. Section 68 Solid Fuel Heater applications need to include;
- 3 copies of manufacturers details and brochures of appliance complying with AS2918:2001
 - 3 copies of manufacturers details and brochures of flue complying with AS2918:2001
 - 3 copies of certificate issued under Australian Standard 4013 for minimum particle emissions to limit air pollution for proposed appliance
 - 3 copies of floor plan of the building showing the position of the proposed appliance
 - 3 copies of site plan/aerial photo showing the location of the appliance and any structures within 15 meters of the flue
 - Refer to Application Checklist - Addendum C

- This must be completed when requested an onsite wastewater management system (septic tank). Applications need to include;
- Manufacturers Specifications
 - Site plan showing location of the system and associated areas (i.e. irrigation)
 - Geotechnical Report (Water balance report)

Plumber/Drainer Details

This page is not applicable

First Name	Surname
<input type="text"/>	<input type="text"/>
Company Name (if applicable)	Licence No
<input type="text"/>	<input type="text"/>
Postal Address	
Street Number	Street Name
<input type="text"/>	<input type="text"/>
Suburb	Post Code
<input type="text"/>	<input type="text"/>
Contact Phone Number	Email Address
<input type="text"/>	<input type="text"/>

Solid Fuel Heater- Installer Information

First Name	Surname
<input type="text"/>	<input type="text"/>
Company Name (if applicable)	
<input type="text"/>	
Postal Address	
Street Number	Street Name
<input type="text"/>	<input type="text"/>
Suburb	Post Code
<input type="text"/>	<input type="text"/>
Model Type	
<input type="text"/>	

Onsite Wastewater Management System

Waste to be connected: Water Closet(s) and	<input type="text"/>
Type of system (e.g. AWTS, septic tanks, composting toilet, grey water treatment system)	<input type="text"/>
Brand of System/ Model Number:	<input type="text"/>
Method of Disposal (e.g. surface, subsurface, trench, mound):	<input type="text"/>
Source of water supply:	<input type="text"/>

Development Application Guide

The matrix identifies the minimum information, plans and supporting documents required for the most common types of developments. Further information regarding information to be submitted with applications can be found in Lithgow City Council's Development Application Guide. Other additional information may still be required depending on the specific proposal, application and location that are not stated here.

◆ Indicates this information must be provided.

❖ Indicates this additional information may be required if applying for a Construction Certificate or Complying Development Certificate.

○ Indicates this information may also be required, contact Council for further details before lodging

Please refer to Addendum A for Construction Certificate requirements checklist.

Please refer to Addendum B for the Complying Development Certificate requirements checklist.

Also for assessment and information on CDC's please refer to the below website:
www.planning.nsw.gov.au/housingcode

The form must be completed correctly and all required information and copies of plans/ documents provided before the application can be accepted.

	Residential Dwellings	Alterations or Additions to Residential Dwellings	Garage, Outbuilding, Awning, Carport, etc	Farm Building	Swimming Pool	Dual Occupancy	Multi Unit Housing	Commercial / Industrial Building	Alteration / Additions to Commercial or Industrial	Demolition	Subdivision of Land	Septic Tank (Sewage Management)	Advertising Sign	Home Business	Applicant Checklist
For a Construction Certificate Application also see Addendum A. For a Complying Development Certificate Application see Addendum B.															
Use This table for Development Applications															
Site plan	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	
Floor plan	◆	◆	◆	◆		◆	◆	◆	◆		❖			◆	
Elevation plan	◆	◆	◆	◆		◆	◆	◆	◆				◆	○	
Section plan	◆	◆	◆	◆	◆	◆	◆	◆	◆				❖	○	
Specifications	❖	❖	❖	❖	❖	❖	❖	❖	❖	❖		◆	❖	❖	
Statement of Environmental Effects	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		◆	◆	
BASIX	◆	❖			❖	◆	◆								
Shadow Diagram	❖	❖				❖	❖	❖	❖						
Landscaping Plan	❖	❖	❖	○	○	◆	◆	◆	❖						
Erosion/Sediment Control Plan	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	○	○	
Drainage Plan (Stormwater and/or effluent)	◆	◆	◆	◆	◆	◆	◆	◆	◆	❖	❖	◆			
Waste management Plan	◆	❖		❖	◆	◆	◆	◆	❖	◆				❖	
Geotechnical report	❖	❖	❖	❖	❖	❖	❖	○	○		◆	◆			
Fauna & flora report	○	○	○	○		○	○	○	○		○				
Acoustic Report	○							○	○						
Heritage Impact Statement	○	○	○	○	○	○	○	○	○	○	○		○	○	
Bushfire Report	○	○	○	○	○	○	○	○	○		○				

Submission Requirements

Requirements for submitting of applications, plans and documentation.

NB Additional types or copies of plans/documents may be required for major developments. Please contact the Environment & Development Department on 63549999 to confirm documentation required

- A minimum of 3 complete sets of all plans and documentation, with 1 set being A3 paper size and at least one A4 sized plan.
- Please fold all plans to A4 size. Rolled plans will not be accepted for applications
- NOTE: originals of subdivision certificates must be rolled

Maintained by Dept:	Env & Dev	Effective Date:	Review Date:
Version: 1		March 2012	March 2013

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE

By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council's business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.

