

KYOGLE COUNCIL

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 www.kyogle.nsw.gov.au



Office Use Only
CDC No. _____/_____
CC _____/_____
Date: _____

**COMPLYING DEVELOPMENT
 CONSENT / CERTIFICATE APPLICATION**

CD

or SEPP

Combined Forms 7 & CC

Environmental Planning and Assessment Act 1979: Section 78A;81A(2)c, (4)c & 82a(10)

Environmental Planning and Assessment Regulation 2000

SEPP (Exempt and Complying Development Codes) 2008

?	<p>Is this application under DCP 12 Complying Development or SEPP (Exempt & Complying Development Codes) 2008</p> <p style="text-align: right;">[] [] <i>see note 12</i></p>
A P P L I C A N T	<p>Name:.....</p> <p>Full Postal Address:.....</p> <p>.....Post Code:.....</p> <p>Telephone – Bus:.....Mobile:.....</p> <p>Private.....Fax:.....</p> <p>Signature of Applicant Date:.....</p>
O W N E R (S) C O N S E N T S	<p>Name:.....</p> <p>Full Postal Address:.....</p> <p>.....Post Code:.....</p> <p>Telephone: Bus:.....Private.....Fax:.....</p> <p>Signature of <u>All</u> OwnersDate:.....</p> <p>** This owner’s consent also authorizes access to the subject premises by an authorized person for the purposes of carrying out inspection(s) under the provision of Section 118C(3) of the Act.</p> <p>APPOINTMENT OF PRINCIPAL CERTIFYING AUTHORITY (PCA): Do you wish to appoint a PCA at this time (clause 81A) () Yes () No () Other PCA () Kyogle Council</p>
L A N D	<p>Locality (Street/Road).....No.....</p> <p>.....Parish:.....</p> <p>Lot No.....Sec.....DP,.....Zone:ELZ.....</p> <p>Lot No.....Sec.....DP,.....Zone:ELZ.....</p>

B U I L D E R	<p align="center"><u>To be completed in the case of proposed residential work</u></p> <p>Name:.....</p> <p>Full Postal Address:.....</p> <p>.....Post Code:.....</p> <p>Telephone Bus.....Mobile.....Private.....</p> <p>Builders Licence No:.....Expiry Date:...../...../..... <i>or</i> Owner-Builder Permit No.....</p> <p>Home Warranty Insurance <i>provided</i> () <i>not required</i> () (see note 11)</p>																																																			
P R O P O S A L	<p>type [] erection of a building [] carrying out of work/ alterations [] demolition [] subdivision [] commercial fit-outs</p> <p>I consent and bear responsibility that under the Government Information (Public Access) Act [GIPAA] all documents submitted, including those submitted subsequent to application date, unless otherwise stated, may be reproduced from the public record. Note 13</p> <p>use & description (eg dwelling, renovations etc).....</p> <p>Area of lot (m²).....</p> <p>Building Classification</p> <p>Estimated total cost of work (see note 1) \$.....</p> <p>Application must be accompanied by prescribed fee. Section 50 (1)(c)</p>																																																			
S A E P C P T R I R O O N V A 6 L 8 S	<p>APPROVALS UNDER SECTION 68 OF THE LOCAL GOVERNMENT ACT 1993 (see note 2)</p> <p>Does this application seek approval to one or more of the matters listed in Section 78(A) of the Act?</p> <table border="0"> <tr> <td>* Carry out water supply work</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Install, alter or remove a meter connected to Council's services</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Draw water from Council water supply</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Carry out sewerage work</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Install or alter a sewage management facility and ancillary drainage</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Connect a private sewer or drain with a public drain</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Place a waste storage container in a public place</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Dispose of waste into a sewer</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Transport waste over or under a public place</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Carry out stormwater drainage work</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Install a domestic oil or solid fuel heating appliance</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Use a building as a place of public entertainment</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Set up, operate or use a loudspeaker or sound amplification device</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Install or operate amusement devices</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Swing or hoist goods across or over any part of a public road</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Operate a car park</td> <td>() Yes</td> <td>() No</td> </tr> <tr> <td>* Operate a caravan, camping ground, or manufactured home estate</td> <td>() Yes</td> <td>() No</td> </tr> </table>	* Carry out water supply work	() Yes	() No	* Install, alter or remove a meter connected to Council's services	() Yes	() No	* Draw water from Council water supply	() Yes	() No	* Carry out sewerage work	() Yes	() No	* Install or alter a sewage management facility and ancillary drainage	() Yes	() No	* Connect a private sewer or drain with a public drain	() Yes	() No	* Place a waste storage container in a public place	() Yes	() No	* Dispose of waste into a sewer	() Yes	() No	* Transport waste over or under a public place	() Yes	() No	* Carry out stormwater drainage work	() Yes	() No	* Install a domestic oil or solid fuel heating appliance	() Yes	() No	* Use a building as a place of public entertainment	() Yes	() No	* Set up, operate or use a loudspeaker or sound amplification device	() Yes	() No	* Install or operate amusement devices	() Yes	() No	* Swing or hoist goods across or over any part of a public road	() Yes	() No	* Operate a car park	() Yes	() No	* Operate a caravan, camping ground, or manufactured home estate	() Yes	() No
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E X C L U S I O N S	<p>A Compliance Certificate cannot be made for:</p> <p>Flood Prone Land</p> <p>Bushfire Hazard Land except clause 1.19(5)e [Codes SEPP 2008]</p> <p>Heritage Listed Items</p> <p>Land Identified Contaminated or within a Buffer Zone</p> <p>Landslip, Subsidence or acid-sulphate soils Land</p> <p>A site previously used for a service station, intensive agriculture, mining or extractive industries</p> <p>More than one dwelling on an allotment or where there is no dwelling entitlement</p> <p>Incorporating a basement level garage</p> <p>State Significant Developments, Designated Developments, or Integrated Developments</p> <p>Crown Land</p>																																																			

A T T A C H M E N T S	<p>REQUIRED ATTACHMENTS</p> <p>() 5 copies of a plan of the land and 5 copies of plans/drawings/specifications of the proposed development –see <i>note 3</i> OR alternately</p> <p>() Plans may be lodged electronically</p> <p>() 3 copies of plans A4 or A3 for purpose of schedule 1 of the EP&A Reg 2000 <i>note 4</i></p> <p>() Specifications. <i>Note 3(m)</i></p> <p>Other information (<i>see note 5</i>)</p> <p>NB Separate application forms required for Sewer Connections, On-site Sewer Management, & Water Tapping</p>				
O T H E R	<p>() additional material requested by consent authority (<i>see note 6</i>)</p> <p>() additional material submitted by the applicant (<i>see note 7</i>)</p> <p>() details of any prior stage consent granted</p> <p>() Long Service Levy (<i>see note 8</i>)</p> <p>() BASIX Certificate for Residential Buildings (<i>see note 9</i>)</p>				
A B S S C H E D U L E M A T E R I A L S	<p>MATERIALS TO BE USED:</p> <p>Place a tick () in the box which best describes the materials the work will be constructed of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Walls:</p> <p>() brick veneer</p> <p>() full brick</p> <p>() single brick</p> <p>() concrete block</p> <p>() concrete/masonry</p> <p>() concrete</p> <p>() steel</p> <p>() fibrous cement</p> <p>() hardiplank</p> <p>() timber / weatherboard</p> <p>() cladding-aluminium</p> <p>() curtain glass</p> <p>() other</p> <p>() unknown</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Roof:</p> <p>() aluminium</p> <p>() concrete</p> <p>() concrete tile</p> <p>() fibrous cement</p> <p>() fibreglass</p> <p>() masonry/terracotta shingle tile</p> <p>() slate</p> <p>() steel</p> <p>() terracotta tile</p> <p>() other</p> <p>() unknown</p> </td> </tr> <tr> <td style="vertical-align: top;"> <p>Floor:</p> <p>() concrete</p> <p>() timber</p> <p>() other</p> <p>() unknown</p> </td> <td style="vertical-align: top;"> <p>Frame:</p> <p>() timber</p> <p>() steel</p> <p>() other</p> <p>() unknown</p> </td> </tr> </table> <p>What is the area of the land (m²/ha) _____ Gross floor area of proposed building (m²) _____</p> <p>Number of pre-existing buildings _____ Number of buildings to be demolished _____</p>	<p>Walls:</p> <p>() brick veneer</p> <p>() full brick</p> <p>() single brick</p> <p>() concrete block</p> <p>() concrete/masonry</p> <p>() concrete</p> <p>() steel</p> <p>() fibrous cement</p> <p>() hardiplank</p> <p>() timber / weatherboard</p> <p>() cladding-aluminium</p> <p>() curtain glass</p> <p>() other</p> <p>() unknown</p>	<p>Roof:</p> <p>() aluminium</p> <p>() concrete</p> <p>() concrete tile</p> <p>() fibrous cement</p> <p>() fibreglass</p> <p>() masonry/terracotta shingle tile</p> <p>() slate</p> <p>() steel</p> <p>() terracotta tile</p> <p>() other</p> <p>() unknown</p>	<p>Floor:</p> <p>() concrete</p> <p>() timber</p> <p>() other</p> <p>() unknown</p>	<p>Frame:</p> <p>() timber</p> <p>() steel</p> <p>() other</p> <p>() unknown</p>
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I M P A C T	<p>Is the land, or part thereof, Critical habitat yes [] no []</p> <p>Is the development likely to significantly affect threatened species, populations or ecological communities, or their habitats yes [] no []</p> <p>(N.B. If either of these statements is yes then include a Species Impact Statement)</p> <p>ENVIRONMENTAL IMPACT: (<i>see note 10</i>)</p> <p>() a statement of environmental effects is attached</p>				

NOTES FOR COMPLETING DEVELOPMENT APPLICATION

Note 1 In the case of building work the fee is based on the estimated cost. The cost must be a true market value including all materials and labour costs, including all work necessary to complete the development. Council may determine the cost of the work. (clause 255)

Note 2 The application must be accompanied by such matters as would be required under s81 of the *Local Government Act 1993* if approval was to be sought under that Act.

Note 3 A site analysis **ink plan** of the land drawn to scale must indicate:

- (a) location, boundary dimensions, site area and north point of the land;
- (b) existing vegetation and trees and proposed landscaping on the land;
- (c) location and uses of existing buildings and Sewer and Water lines on the land;
- (d) existing levels of the land in relation to buildings and roads;
- (e) locations and uses of buildings on sites adjoining the land;
- (f) location of any encumbrances such as easements;
- (g) contours of the site;
- (h) the analysis indicating square metres for each development element.
- (i) inclusion of all development standards if SEPP used, AND

Plans or drawings drawn to scale describing the proposed building works must indicate:

- (a) the location of proposed new buildings or works (including extensions or additions to existing buildings or works) highlighted in colour, in relation to other structures, the land's boundaries and adjoining development;
- (b) floor plans of proposed building showing layout, partitioning, room sizes, window and door locations and sizes, cupboards and other fixtures and intended uses of each part of the building, wall structure type and thickness, plumbing fittings;
- (c) elevations showing proposed external finishes and overall heights, window sizes, downpipes and gutters with stormwater drainage plan, floor, ceiling and roof heights and pitch;
- (d) foundations/footings/slab drawings, cut and fill;
- (e) proposed finished levels of the lowest floor and any yard or un-built area belonging to that floor; and of the land in relation to buildings and roads;
- (f) building perspectives, where necessary to illustrate the proposed building;
- (g) details of disabled access and toilet facilities (where applicable);
- (h) type of termite prevention to be used;
- (i) indicate the height, design, construction and provision for fire safety and fire resistance (if any) and smoke detection;
- (j) proposed parking arrangements, entry and exit points for vehicles, driveway gradients, and provision for movement of vehicles within the site (including dimensions where appropriate);
- (k) Structural Engineer's report for relocatables;
- (l) 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;
- (m) Where the proposed building work involves a modification to previously approved plans and specification the general plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification;
- (n) Specifications (describing construction and materials to be used. State whether materials proposed are new or used and give particulars of second-hand materials), the methods of drainage, sewerage/septic and water supply;
- (o) Proposed landscaping and treatment of land (indicating plant types and their height and maturity);
- (p) Engineering details as required;
- (q) Details of the proposed method of protecting public places during the course of building or demolition work, and of securing the site.

Note 4 A3 or A4 plans of the submission if plans under the previous parts are greater than A3 or A4 in size, or if lodged electronically.

- Note 5** Other information must indicate (where relevant):
- a) in the case of **shops, offices, commercial or industrial fitout** 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
 - noise or odour generated.
 - c) in the case of **demolition**:
 - details of age and condition of building or works to be demolished
 - e) in the case of a development relating to an **existing use**:
 - details of the existing use.
 - f) in the case of development that requires consent under the *Wilderness Act 1987*:
 - a copy of the consent under the *Wilderness Act 1987*.
- Note 6** The consent authority may, within 21 days of receiving the application, ask for additional information on the development if that information is necessary for the determination of the application.
- Note 7** The application may be supported with additional material (eg photographs, slides, models, etc.) illustrating the proposed development and its context.
- Note 8** Under Section 85(10A), (clause 109F) of the *Environmental Planning and Assessment Act 1979* a development consent construction certificate for applications over \$25,000 cannot be granted until any **long service levy** payable under Section 34 of the *Building and Construction Industry Long Service Payments act 1986* has been paid. Kyogle Council is authorized to accept payment.
- Note 9** In the case of residential buildings a BASIX Certificate for work over \$50,000, is required. See www.basix.nsw.gov.au/information/about.jsp
- Note 10** The application must be accompanied by a statement of environmental effects, which demonstrates that the environmental impact of the development has been considered, and sets out steps to be taken to protect the environment or to mitigate the harm
- Note 11** Under the Home Building Act 1989, for work over \$12,000 carried out by (i) a licenced builder requires a Home Warranty Certificate for the project, or (ii) an owner builder an owner-builder permit.
- Note 12** For the duration of 27 February 2009 until 1 January 2011,
If this application is under DCP 12, all conditions of that policy must be complied with.
If this application is under the SEPP, all conditions of that policy must be complied with.
See www.planning.nsw.gov.au/housingcode.asp or www.legislation.nsw.gov.au
- Note 13** EP&A Reg c57. The applicant (not being entitled to copyright) is taken to have indemnified all persons using the development application and documents in accordance with the EP&A Act c78A against any claims or action in respect to breach of copyright.

NB A Declaration of Political Donations or Gifts not required for a Complying Development.

Statement of Environmental Effects (SEE) and Site Analysis / Landscape Plan

All development applications, must be accompanied by either:

- i) **A statement of environmental effects**, containing information as to the potential or likely environmental impact of the proposal, or
- ii) **An environmental impact statement**, in the case of a designated development.

The Statement of Environmental Effects requires a **Report or Project Statement and Site Analysis** which should address the following:

- a A description of the proposal-
The legal land description; land area, the number, location and size of lots; and access, car parking and road layout.
- b Where the proposal involves the erection or alteration of a building-
An internal layout of the building to a scale not less than 1:100, major elevations and relationship to existing ground level, overshadowing, private open spaces and external storage spaces.
- c Describe the existing environment-
The land use, slope and contours, aspect, geology, soils, natural hazards (flood liability, landslips, contaminated soils, bush fire potential), fauna, flora, hydrology, existing buildings and their uses, building envelopes, drainage, on-site sewerage, services (electricity, telecommunications), noise, microclimate, fences, easements, sensitive areas (environmental, heritage, cultural), historical use (eg cattle dips, banana crops, etc), adjoining lands (buildings, trees), views, infrastructure.
- d An analysis of impacts-
eg loss of agricultural land, water quantity and quality, land use conflicts, increase in traffic, tree or vegetation removal, etc.
- e Measures to be taken to reduce impacts-
eg visual control and landscaping, waste disposal, stormwater management, road improvements and traffic controls, etc

Please feel free to attach any additional information regarding the environmental effects or impact of your proposal, which may assist in the assessment of this application. Where a topic is not relevant please indicate 'not applicable'.

The Statement must a) demonstrate that the environmental impact of the development has been considered, and b) outline steps to be taken to protect the environment or to mitigate harm.

Sample questions to address –

1. In what way will the site be altered by the development? (eg tree removal, cut and fill depths, demolition etc)
2. Will any Koala habitat or wetlands be affected or Habitat Corridors?
3. What waste products will be generated by the proposal? (eg noise, effluent, odours, pollution etc) Indicate quantities and means of disposal or mitigation.
4. Will the development, when completed, generate any additional traffic, vehicle or pedestrian?
5. Will the development produce any overshadowing or loss of privacy on adjacent properties?
6. Is the land flood liable?
7. Is the development within close proximity to powerlines?
8. Do you propose home industry or activity?
9. Will the development include any external reflective finishes?
10. Are there any other significant or special factors of which Council should be aware?

For Local Development or Complying Developments, with minimal environmental impact, an environment effect statement and site analysis will be required.