

Building Certificate Application Form

Section 149B of the Environmental Planning & Assessment Act 1979

Planning & Development Services Group

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1 Subject Property Details

Property Address:.....
 Suburb:.....
 Lot No.:..... DP or Strata No:.....

2 Applicants Details

Under Section 149B of the EP&A Act 1979
 An applicant for a building certificate may be made by:
 (please tick)

The owner of the building (or part of the building).

The purchaser under contract for the sale of property which includes the building or part.

A Solicitor or agent acting for a purchaser under a contract of sale.

A public authority which has notified the owner of its intention to apply for the certificate.

If you have ticked one of the boxes above you need only complete sections 3 & 4.

A person who has the owner's consent to make the application (Note: The consent of the property owner is required)

Name:.....
 Postal Address:.....
 Suburb:..... P'code:.....
 Phone:.....
 Mobile:.....
 Applicant's signature
 date..... /..... /.....

3 Owners Details (if Applicant, write 'as previous')

Postal Address:.....

 Contact No:

Owners Consent for Strata Buildings, the consent/seal of the Owners Corporation/Body Corporate is needed for this applicant. Where insufficient room may be attached using the same wording as stated below.

As owner(s) of the land to which this application relates, I/we consent to this application and authorise Shoalhaven City Council staff to undertake all necessary inspections of the premises in order to properly assess this building certificate application.

Owner(s) signature
 date..... /..... /.....

Print Name

Owner(s) signature
 date..... /..... /.....

Print Name

4 Details for Access

Contact Name:.....
 Contact No:.....
 Access instructions:.....

Note: please ensure that the person is aware that Council officers will be contacting to organise access to the property

Privacy Notification: The information on this form is being collected by Council for administrative and assessment purposes. It will be used by Council staff and other organisations for the purpose mentioned and may be included on a public register. Personal information contained on this form will be displayed on Council's website as required by the GIPA Act 2009. Persons identified on this form may at any time, apply to Council for access or amendment of the information.

This form may be published on Council's website in accordance with Government Information (Public Access) Act 2009

OFFICE USE ONLY

| | | | |
|-------------------|---------------------|-------|-----------|
| Fee: \$ | Receipt No: | Date: | Cert. No. |
| Form Number: 1606 | Issue Date: 04/2016 | | |
| Version Number 3 | Next Review date: | | |



5 Subject Building Details

(areas marked with ** must be completed or the application will be returned as deficient)

Type of Building (eg. Dwelling, Factory, Shop etc)

.....

Whole or Part (please tick)

WHOLE (all structures on property)

PART (only those structures specified below)

If Part, please provide description of

Part.....

To be provided for all class 2 to 9 buildings:
(eg Commercial, Industrial and or Unit blocks)

Floor Area of Building/Part square metres

Details of any unauthorised works?.....

.....

Market value of unauthorised work (including cost for materials & all labour) \$.....

This application must be accompanied by:

1. An up-to-date original or certified copy of a Survey Certificate of the subject building.
2. Applications for structures not within the boundaries of the property require the consent of the owner.
3. The appropriate prescribed fee. Clause 260 of the *Environmental Planning and Assessment Regulation 2000* specifies the fees.
4. If the application relates to or encompass any building work carried out without, or not in accordance with a development consent, complying development certificate or construction certificate, specific written details of the work, architectural plans, structural details and compliance with relevant state and local planning requirements. All information must be provided to Council's satisfaction.
5. If it is reasonably necessary to carry out more than one inspection of the building before issuing a building certificate, the council may require the payment of an additional fee for the issue of the certificate.

6. Adequate details of the building are required by Council, to enable a full and proper evaluation of the application, which may include plans/specifications of the building, survey documentation, fire safety details, structural certification of the building, reports/details of compliance with the Building Code of Australia, structural certification of any awning or other structure located over a footway/public place and other relevant specialist reports or information.
7. Under s149C the Council requires an application to be accompanied by a statement confirming the installation of Smoke Alarms in the building in accordance with the *Environmental Planning & Assessment Regulation 2000* (as amended). Form attached for your use.
8. Council may require specified rectification work, repairs or other works to be undertaken prior to determination and issue of a building certificate.
9. A Building Certificate does not certify the compliance of child-resistant barriers for a pool. If you require a certificate in respect of child-resistant barriers to the pool, a separate request for a pool barrier inspection under section 22C of the Swimming Pools Act 1992 is required (a separate fee is applicable).

6. Attachments

(Please tick details of the attachments included in the application)

- Construction Certificate
 - Occupation Certificate
 - Up to date survey certificate (original or certified)
 - Application fee
 - Plans/specifications of the building
 - Structural certificates
 - Fire safety details/certificates
 - Details of any unauthorised/non-complying works
 - Other documentation
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IMPORTANT INFORMATION

1 Access to information

The Government Information (Public Access) (GIPA) Act 2009 provides that persons are entitled to open access information about a Development Application. However, this does not extend to:

(a) the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or

(b) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.

SMOKE ALARM STATEMENT

As required by the
Environmental Planning and Assessment Regulation 2000 (as amended)

Smoke alarms have been installed within the premises at:

.....
(address of premises)

Complying with the requirements of the
Environmental Planning and Assessment Regulation 2000

.....
Signed

.....
Date

Environmental Planning and Assessment Regulation 2000 requirements:

Reg 186A(2) – “The owner of a class 1a building or relocatable home must ensure that the building or home is equipped with smoke alarms that are located, on or near the ceiling:

- a) In any storey of the building or home containing bedrooms – in every corridor or hallway associated with a bedroom, and if there is no such corridor or hallway associated with a bedroom, between that part of the building or home containing the bedroom and the remainder of the building or home, and
- b) In any other storey of the building not containing bedrooms.”

Reg 186B – “A smoke alarm installed under this Division is to be functioning and is to comply with the requirements of Australian Standard 3786”.