



# APPLICATION FOR A Construction Certificate

Environmental Planning and Assessment Act 1979 Sections 109c (1) (b), 81A (2) & 81A (4)

## APPLICANT

Name .....

Address .....

.....

Phone .....

Fax .....

Mobile .....

Email .....

## OWNER/S (IF NOT APPLICANT)

Name/s .....

Address .....

.....

Phone .....

Fax .....

## CONSENT OF OWNER/S

I/we consent to this application

Signature/s .....

.....

Address of subject land .....

.....

Lot no: .....

Deposited plan .....

Volume/folio .....

Area of site (m2) .....

Type of development     Building work  
   Subdivision work

Description of development .....

.....

Development consent no: .....

Dated .....

Building Code of Australia Classification .....

Estimated cost of work .....

## ATTACHMENTS REQUIRED

- I have read notes 1 and 2 (on reverse)
- I have completed Schedule 1 (for building work only)
- I have completed Schedule 2 (not applicable to single dwellings 1a & 10)
- I have attached an up-to-date BASIX Certificate

Signature of applicant .....

Date .....

## APPOINTMENT OF PRINCIPAL CERTIFYING AUTHORITY (PCA)

Name .....

Address .....

.....

Phone .....

Fax .....

Mobile .....

Email .....

## BUILDER'S DETAILS/OWNER BUILDER

- Are the works being carried out by an owner builder?
- Yes (attach a copy of the owner/builder permit)
  - No (complete builder's details below)

Name .....

Address .....

.....

Phone .....

Fax .....

Mobile .....

Email .....

Builder's Licence number .....

## HOME BUILDING ACT 1989

Has the Principal Certifying Authority been provided with a copy of the Home Warranty insurance under Part 6 of the Home Building Act 1989?     Yes     No

Commencement date of work .....

Signature of Applicant .....

Date .....

# CONSTRUCTION CERTIFICATE

## Schedule 1

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

### ALL NEW BUILDINGS (PLEASE PROVIDE THE FOLLOWING DETAILS)

Number of storeys (including underground floors) .....

Gross floor area of new building (m<sup>2</sup>) .....

Gross site area (m<sup>2</sup>) .....

### RESIDENTIAL BUILDINGS ONLY (PLEASE PROVIDE THE FOLLOWING DETAILS)

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 existing buildings?  Yes  No

Does the site contain a Dual Occupancy?  Yes  No

(Note: Dual Occupancy = two dwellings on the same site)

### MATERIALS – RESIDENTIAL BUILDINGS

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

WALLS	Code
Brick	<input type="checkbox"/> 11
Brick (veneer)	<input type="checkbox"/> 12
Concrete or stone	<input type="checkbox"/> 20
Fibre cement	<input type="checkbox"/> 30
Timber	<input type="checkbox"/> 40
Curtain glass	<input type="checkbox"/> 50
Steel	<input type="checkbox"/> 60
Aluminium	<input type="checkbox"/> 70
Other	<input type="checkbox"/> 80
Not specified	<input type="checkbox"/> 90

ROOF	Code
Tiles	<input type="checkbox"/> 10
Concrete or slate	<input type="checkbox"/> 20
Fibre cement	<input type="checkbox"/> 30
Steel	<input type="checkbox"/> 60
Aluminium	<input type="checkbox"/> 70
Other	<input type="checkbox"/> 80
Not specified	<input type="checkbox"/> 90

FLOOR	Code
Concrete or slate	<input type="checkbox"/> 20
Timber	<input type="checkbox"/> 40
Other	<input type="checkbox"/> 80
Not specified	<input type="checkbox"/> 90

FRAME	Code
Timber	<input type="checkbox"/> 40
Steel	<input type="checkbox"/> 60
Aluminium	<input type="checkbox"/> 70
Other	<input type="checkbox"/> 80
Not specified	<input type="checkbox"/> 90

# CONSTRUCTION CERTIFICATE

## Schedule 2 (not applicable to single dwellings 1a & 10)

ITEM NO.	PROPOSED NEW MEASURE	Is this measure to be installed / modified in the building?		If yes, enter the proposed standard of performance (eg, AS 2118)
1	Panels, doors and hoppers to fire resisting shaft	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2	Automatic fail-safe devices	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3	Automatic fire detection and alarm system	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4	Automatic fire suppression system (sprinkler)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5	Emergency lighting	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6	Emergency lifts	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7	Emergency warning and intercommunication system	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8	Exit signs	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
9	Fire control centres and rooms	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
10	Fire dampers	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
11	Fire doors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
12	Fire hydrant systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
13	Fire seals (protecting openings in fire-resisting components of the building)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
14	Fire shutters	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
15	Fire windows	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
16	Hose reel systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
17	Lightweight construction	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
18	Mechanical air-handling systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
19	Perimeter vehicle access for emergency vehicles	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
20	Portable fire extinguishers	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
21	Safety curtains in proscenium openings	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
22	Smoke and heat vents	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
23	Smoke dampers	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
24	Smoke detectors and heat detectors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
25	Smoke doors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
26	Solid-core doors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
27	Standby power systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
28	Wall wetting sprinkler and drencher systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
29	Warning and operational signs	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
30	Others (please specify):	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

This is an accurate statement of the fire safety measures proposed to be installed/modified in the whole building and the land on which it is situated.

Signed ..... Name .....  
(owner/agent)

Date .....

# NOTES FOR COMPLETING A CONSTRUCTION CERTIFICATE

## Note 1

The following information must accompany applications for a Construction Certificate for building and subdivision work.

### BUILDING WORK

In the case of an inspection for a Construction Certificate for building work:

**a. Copies of compliance certificates relied upon.**

**b. 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, and
- indicate the height, design, construction and provision for fire resistance (if any).

Where the proposed building work involves any alteration to, or rebuilding of, an existing building the general plan is to be coloured or otherwise marked to the satisfaction of Council to adequately distinguish the proposed alteration, addition or rebuilding.

Where the proposed building work involves modification to previously approved plans and specification, the general plans must be coloured or otherwise marked to the satisfaction of Council 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, and
- state whether the materials proposed to be used are new or second hand and give particulars of any second hand materials.

**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. Evidence of any accredited component, process or design sought to be relied upon.**

**e. Except in the case of an application for, or in respect 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 related to 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.

### SUBDIVISION WORK

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

**a. Copies of Compliance Certificate relied upon.**

**b. 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.

Where the proposed subdivision work involves a modification to previously approved plans, the plans must be coloured otherwise marked to the satisfaction of Council to adequately distinguish the modification.

### BASIX CERTIFICATE

Three (3) copies of an up to date BASIX Certificate must be attached to the application.

## Note 2

### HOME BUILDING REQUIREMENTS

In the case of an application for a Construction 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 the 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:

- iii. a statement detailing the person's name and owner- builder permit number, or
- iv. 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.

PRIVACY: The personal information supplied on this form is required in order to provide the service requested. It will be used by council staff and stored in our record system for only as long as necessary. During this time it can be accessed and amended by you. We will only give your information to a third party with your consent or if we are required to do so by legislation.

**Waverley Council Customer Service Centre**

55 Spring Street, Bondi Junction (open 8.30am to 5pm, Monday – Friday)

PO Box 9, Bondi Junction NSW 1355