



BUILDING CERTIFICATION APPROVALS

Construction Certificate Application Form

under the Environmental Planning and Assessment Act 1979

Sections 6.4 (a), 6.6 and 6.7 and clause 139 of the Environmental Planning and Assessment Regulation 2000

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Privacy Policy – The information you provide in this application will enable your application to be assessed by the Principal Certifier under the Environmental Planning and Assessment Act 1979. If the information is not provided, your application may not be accepted. The application can potentially be viewed by members of the public. Please contact Malouf Building Consultants if the information you have provided in your application is incorrect or requires modification.

DATE RECEIVED _____

CHECKLIST – DOCUMENTS TO ACCOMPANY THIS APPLICATION

For Construction Certificate Applications:

- Complete and sign this Application form
- Completion of Appointment of PC Form to be signed by ALL owners
- Service Agreement Form
- Council DA approved plans (including in Modification(s) S4.55)
- Council Development Consent (including in Modification(s) S4.55) and proof of all payments requested by DA have been paid and relevant **conditions** of Consent have been complied with prior to issue of Construction Certificate
- Architectural plans satisfying **DA** conditions, site plan showing survey levels scale **1:200 – A3**, floor plans, sections and elevations showing relevant levels scale **1:100 – A3**, including proposed materials of construction, location of smoke alarms to AS 3786, window schedule complying with Basix Certificate, Child safe devices to bedroom windows above 2m BCA Clause 3.9.2.6, ceiling heights, balustrade height, stairway clearance, Stair tread and nosing strip to comply with AS 4586-2013 and Table 3.9.1.3 of BCA and note on the plan design complies with **BUILDING CODE OF AUSTRALIA**
- Demolition Plan complying with AS 2601-2001
- Party Wall Fire Rating and Sound Transmission Detail (if required)
- Rates notice showing Lot No, DP No & owner(s) of property
- Erosion sediment control plan
- Landscape plan (if required)
- Site/Soil Classification from a Geotechnical Engineer or a Qualified person
- Structural & Bracing plans designed by certified professional engineer being a member of Institute of engineers and identifying their name, signature, contact details and membership number. (Truss Plans & Specifications if applicable)
- Stormwater plans complying with Development Consent Conditions (if required)
- Building specifications, indicating compliance with the Building Code of Australia
- Basix Certificate - **Requirements to be noted on the Construction Certificate Plans**
- Naters Certificate and stamped plans for multi – dwelling projects, dwellings greater than 3 storeys and/or more than 300sqm of conditioned area and swimming pools greater than 40000 L
- Dilapidation reports from a professional engineer for all **adjoining party walls** (if required)
- Structural Engineers Certificate stating compliance with Building Code of Australia and AS1170.2
- Sydney Water Building Plan Approval – (Tap In)
- Dial before you Dig Documents
- If using a licensed builder – copy of Home Owners Warranty insurance if work is valued over \$20,000 (N/A for commercial or industrial development)
- If not using a licensed builder – copy of Owner-Builder permit if work is valued over \$10,000 – Inclusive of GST (N/A for commercial or industrial development)
- Demolition companies' insurance and licencing details including asbestos removal accreditation
- Proof of payment of Long Service Levy if work is valued \$25,000 or over

Additional Information for Class 2-9 Buildings

- A list of existing and proposed fire safety schedule is to be submitted with Fire Resistance Levels and Sound insulation to be shown on the plans
- Written evidence of lessee agreement
- Building Code of Australia Report (if required)
- Buildings Access Report and/or plan in accordance with AS 1428
- Buildings details of compliance with Section J (Energy Efficiency) of BCA
- Mechanical Ventilation details comply with AS 1668.1
- Food preparation area design in accordance with AS 4674, Food Act & Regulations
- Residential Flat Building a design verification from a qualified designer is to be submitted under *Clause 143A of the EP&A Regulation 2000 (SEPP65)*

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 application for a construction certificate for building work:

- a. Copies of compliance certificates relied upon
- b. Detailed plans and specifications. The plan for the building is to:
 - show a site plan with north point
 - show a plan of each floor
 - show details 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
 - indicate the height, design, construction and provision for fire safety and fire resistance (if any)

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. Where the proposed building work involves a modification to previously approved plans and specifications the general plans must be coloured or otherwise marked to the satisfaction of the certifying authority 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
 - state whether the materials proposed to be used are new or second hand and give particulars of any second materials used
- 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 to 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 relates to a proposal to carry out any alteration or rebuilding of, or addition to, on 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 concerned.

Note 2

Home Building Act requirement

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's name and contractor licence number, and
 - 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:
 - i. a statement detailing the person's name and owner builder permit number, or
 - ii. 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.

1. TYPE OF APPLICATION

I wish to make an application for a:

Construction Certificate

under the Environmental Planning and Assessment Act 1979 sections 6.4 (a), 6.6 and 6.7 and clause 139 of the Environmental Planning and Assessment Regulation 2000

Class of building under the Building Code of Australia	
Development application No.	
Date which development consent was granted	
Name of Consent authority	

2. DETAILS OF THE APPLICANT

Applicant Name			
Or Company			
Applicant Address			Postcode
Phone:	Fax:	Email:	

The applicant **must** be the property owner or a person **authorised** by the owner to lodge the application. A building contractor however cannot be the applicant unless the contractor is the owner of the property. An application for a construction certificate may only be made by a person who has the benefit of the development consent. An application may not be made by person who will carry out the building work or subdivision work unless that person owns the land on which the work is to be carried out.

3. SIGNITURE OF APPLICANT(S)

The applicant(s) must sign the application.

Applicant(s) Signature

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Date

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4. DETAILS OF THE OWNER(S)

Owner(s) Name(s)			
Or Company			
Owner(s) Address			Postcode
Phone:	Fax:	Email:	

As the owner(s) of the above property, I/we consent to the Principal Certifier, or an accredited certifier, council or consent authority, to enter the subject property at any reasonable time for the purpose of carrying out an inspection in connection with the assessment of this application. I/we undertake to take all necessary steps make access available to the property to enable the inspection to be carried out.

Owners Signature(s)

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Date

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5. IDENTIFY THE LAND YOU PROPOSE TO DEVELOP

Site Address			Postcode
Lot no.	DP/SP no.		

6. DETAILS OF THE PROPOSED DEVELOPMENT

Description of work to be carried out			
Estimated cost of development including GST			\$

7. DETAILS OF THE BUILDER

Licensed Builder Name, or Owner Builder Name			
Builder License No. or Owner Builder Permit No.			
ABN Number			
Builders Address			Postcode
Phone:	Fax:	Email:	

8. PLANS AND SPECIFICATIONS

List of plan numbers and specification reference details included in this application:	
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AUSTRALIAN BUREAU OF STATISTICS SCHEDULE - compulsory

Please complete this schedule. The information will be sent to the Australian Bureau of Statistics.

All new buildings

• Number of storeys (incl underground floors)	
• Gross floor area of existing building (m ²)	
• Gross floor area of new building (m ²)	
• Gross site area (m ²)	

Residential buildings only

• No. of dwellings to be constructed	
• No. of pre-existing dwellings on site	
• No. of dwellings to be demolished	
• Will the new dwelling/s be attached to other new buildings?	
• Will the new building(s) be attached to existing buildings?	
• Does the site contain a dual occupancy?	

Materials – Residential Buildings

WALLS	ROOF	FRAME	FLOOR
Brick Veneer	Aluminium	Timber	Concrete
Full Brick	Concrete	Steel	Timber
Single Brick	Concrete Tiles	Aluminium	Other (describe)
Concrete block	Fibrous Cement	Other (describe)	
Concrete Masonry	Fibreglass		
Concrete	Masonry Shingle		
Steel	Terracotta Shingle		
Fibrous Cement	Tiles – other		
Hardiplank	Slate		
Timber/Weatherboard	Steel		
Cladding/Alumimium	Terracotta Tiles		
Curtain Glass	Other (describe)		
Other (describe below)			

CC No. _____ DA No. _____