

COMPLYING DEVELOPMENT APPLICATION FORM AND CONTRACT FOR CERTIFICATION WORK

Disclaimer: The information provided by you on this form will be used by Parramatta City Council or its agents to process this application. Once collected by Council, the information can be accessed by you in accordance with Council's Access to Information Policy and Privacy Management Plan or in special circumstances, where Commonwealth legislation requires or where you give permission for third party access.

1. Property, Applicant & Owner Details

Property Details Address	unit no:	house no:
	street:	
	suburb:	postcode:
	lot:	DP/SP etc:

Applicant Details	family name:		
	given name:		
	street no and name:		
	suburb:	state:	postcode:
	home phone:	mobile phone:	
	office phone:	email:	
	date:		
	Do you give consent to receiving communications from Council via email? yes <input type="checkbox"/>		

Owners Details	family name:		
	given name:		
	street no and name:		
	suburb:	state:	postcode:
	home phone:	mobile phone:	
	date:		

Note: Signatures of all applicants and registered owners are required on the last page of this application. Without these signatures Council cannot accept this application.



You can log onto www.parracity.nsw.gov.au/development to track the progress of an application lodged after 30 June 2005. The information you supply on this form and any related documentation will be publicly available on Council's website.

OFFICE USE ONLY			
Reference:	<input type="text" value="CD/"/>	CD Fee:	<input type="text" value="\$"/>
Date:	<input type="text"/>	Receipt #:	<input type="text"/>

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2. Details of Proposal

This Complying Development application is made under:

- SEPP Affordable Rental Housing 2009 SEPP Infrastructure 2007

Codes SEPP (Exempt & Complying Development Codes) 2008:
If yes, which sub category applies?

- General Housing Code Part 3 Rural Housing Code Part 3A
- Housing Alterations Code Part 4 General Commercial & Industrial Code Part 5
- Demolition Code Part 7

3. Type and cost of proposed Complying Development - Please tick (✓)

- New single storey or double storey detached dwelling Fence or retaining wall
- Deck, pergola, patio, verandah or balcony Swimming pool
- Alterations and additions to an existing single storey or double storey detached dwelling Outbuilding
- Internal alterations to commercial or industrial premises Demolition
- Change of use to another type of commercial or industrial premises Secondary Dwelling/Granny Flat

4. Description of proposed development

Estimated Cost of Construction

\$ _____

5. Principle Certifying Authority

Please indicate below which services you wish Council to provide: - Please tick (✓)

- Package including **Complying Development Certificate, Contract for Certification Work Council as Principle Certifying Authority, building inspections** up to the maximum number for the structure selected above and a single **Occupation Certificate**. [If an interim Occupation Certificate is required this is at an additional charge]
- No package - Complying Development Certificate only.

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6. Current Use of the Site (Commercial/Industrial properties only)

Current use of the site:

Existing Development Consent No:

Is the use still operating:

yes

no

If vacant, when did the last legal use cease?

7. Builder/Owner Builder Details (if known)

Name

Contractor Licence No. / Permit No. in case of owner builder

8. Australian Bureau of Statistics Information

Information to be collected for Australian Bureau of Statistics

Please tick (✓) which best describes the materials from which the proposed work will be constructed.

Walls	Code	Roof	Code	Floor	Code
brick veneer	<input type="checkbox"/> 12	aluminium	<input type="checkbox"/> 70	concrete	<input type="checkbox"/> 20
full brick	<input type="checkbox"/> 11	concrete	<input type="checkbox"/> 20	timber	<input type="checkbox"/> 40
single brick	<input type="checkbox"/> 11	concrete tile	<input type="checkbox"/> 10	other	<input type="checkbox"/> 80
concrete block	<input type="checkbox"/> 11	fibrous cement	<input type="checkbox"/> 30	unknown	<input type="checkbox"/> 90
concrete/masonry	<input type="checkbox"/> 20	fibreglass	<input type="checkbox"/> 80		
concrete	<input type="checkbox"/> 20	masonry/terracotta shingle tiles	<input type="checkbox"/> 10		
steel	<input type="checkbox"/> 20	slate	<input type="checkbox"/> 20	Frame	Code
fibrous cement	<input type="checkbox"/> 20	steel	<input type="checkbox"/> 60	timber	<input type="checkbox"/> 40
hardiplank	<input type="checkbox"/> 20	terracotta tile	<input type="checkbox"/> 10	steel	<input type="checkbox"/> 60
timber/weatherboard	<input type="checkbox"/> 20	other	<input type="checkbox"/> 80	other	<input type="checkbox"/> 80
cladding-aluminium	<input type="checkbox"/> 20	unknown	<input type="checkbox"/> 90	unknown	<input type="checkbox"/> 90
curtain glass	<input type="checkbox"/> 20				
other	<input type="checkbox"/> 20				
unknown	<input type="checkbox"/> 20				

9. Materials

What materials are to be used:

New

Secondhand

Bonded Asbestos - how many m² to be disturbed:

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10. Accompanying Documentation Checklist

Item	Description	Notes	Copies Required	Applicant (✓)
1	Plans	<ul style="list-style-type: none"> Full drawings of the development - scale 1:100/1:200 Site, floor, elevation and section plans North point, date, site address to be indicated on plans External finishes and materials to be indicated on plans Erosion and sediment controls to be indicated on plans Drainage plans - on-site detention calculations where required All BASIX commitments to be indicated on plans 	1	
2	Complying Development Statement	<ul style="list-style-type: none"> Full description and an assessment of the potential environmental impact of the proposal. For assistance, please visit www.ehc.nsw.gov.au 	1	
3	Detailed Cost Estimate Statement	<ul style="list-style-type: none"> Required for all applications. Where up to \$750,000 complete Part A. Where over \$750,000 complete Part B and provide a Quantity Surveyors Report. 	1	
4	Waste Management Plan	<p>A Waste Management Plan is to contain details of:</p> <ul style="list-style-type: none"> the volume and type of waste to be generated, whether the waste will be re-used, recycled or disposed of, building materials and design techniques; and the operation of ongoing waste management, post-occupancy 	1	
5	Structural engineer's drawings and details		1	
6	Specifications	<ul style="list-style-type: none"> Current building specifications for the proposed works 	1	
7	BASIX Certificate	<ul style="list-style-type: none"> Dated within the last 3 months 	1	

11. Council Accredited Officers

Ghantous	JP	Private	A4
Papadoniou	Sam	Parramatta City Council	A1
Robertson	Bernadette	Parramatta City Council	A1
Sertlioglu	Deniz	Parramatta City Council	A2 With Conditions
Tan-Lim	Kim	Parramatta City Council	A1 With Conditions
Tramoli	Christopher	Parramatta City Council	A1 With Conditions
Trifiro	Mario	Parramatta City Council	A1

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12. Digital requirements

Digital requirements

To assist Council in record keeping and processing your application all documentation (including written documents) are required in a digital format i.e. USB stick, CD-ROM, DVD-ROM.

File format requirements:

One PDF file should contain all plans and drawings (excluding internal residential floor plans)



i.e. survey plan, etc in the same single file.

Each additional accompanying document requires a separate PDF file e.g. application form, etc. each in separate files.



File name requirements:

Files named as follows: **Document Type - Property Address**

Application Form - 30 Darcy Street Parramatta.pdf

Registered Survey Plan - 30 Darcy Street Parramatta.pdf

Supporting Documents - 30 Darcy Street Parramatta.pdf

For the full list of mandatory naming conventions see:

http://www.parracity.nsw.gov.au/build/lodging_a_development_application/preparing_and_lodging_a_da

My disc contains files which are named correctly and their content exactly matches hardcopies submitted with this application:

yes

no

13. Applicant Declaration

Applicant declaration

To ensure transparency in Council's decision making functions, any application which is made by a Council employee/Councillor and/or their immediate relative/s, will be referred to an independent consultant for assessment.

I am an employee/Councillor or relative of an employee/Councillor of Parramatta City Council.

yes

no

I declare that all the information in the application and checklist is, to the best of my knowledge, true and correct.

Applicant's signature

date:

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14. Applicant Declaration continued

Disclosure statement of political donations & gifts

It is required to disclose the following reportable political donations and gifts (if any) made by any person with a financial interest in the application within the period commencing two years before the application is made and ending when the application is determined:

- all reportable political donations made to any local councillor of Parramatta City Council, and
- all gifts made to any local councillor or employee of Parramatta City Council.

A disclosure is required to be made in a statement accompanying the relevant planning application by the person who makes the application.

Such disclosures are required to cover a period of two years before the application or submission is made and end when the application is determined. If a donation or gift is made after the lodgement of the required disclosure statement, a further statement is required to be provided within seven days after the donation or gift is made.

Download a form from the Parramatta City Council website or ask Council staff for a 'Disclosure of Political Donations & Gifts Form'. Detailed requirements are outlined within that form.

Is a disclosure statement required? yes no

15. Owner's Consent

Owner consent

One or more of the owners is an employee/Councillor or relative of an employee/Councillor of Parramatta City Council.

yes no

Owner's signature(s)

I/we own the subject land, consent to this application and consent to Council officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application. I accept that all communication regarding this application will be through the nominated applicant.

If the owner is a company, this form **must be** signed by 2 directors or a director and a company secretary (unless it has a sole director) . If there is no common seal, a company letterhead is acceptable. Alternatively a copy of the company's ASIC registration can be accepted in lieu of the common seal or company letterhead.

If the property is a unit under strata title or a lot in a community title and approval is sought for work on or over common property, then the common seal of the body corporate must be stamped on this form and signed by the chairman or secretary of the Body Corporate.

	date:
	date:
	date:
	date: