



DEVELOPMENT, BUILDING & SUBDIVISION APPLICATION FORM

Application is made for (**please select**):

- Development Consent
Complete Sections A, B, C, D
- Construction Certificate
Complete Sections A, B, C, D, E, F
- Complying Development Certificate
Complete Sections A, B, C, D, E, F
- Subdivision Certificate
Complete Sections A, B, C
- Approval under Sec. 68 of the Local Government Act
1993
Complete Sections A, B, C, D, E, G
- Modification to DA, CC, CDC
Complete Sections A, B, C, D
Original Application No.: _____

To facilitate efficient processing, Applicants are encouraged to discuss their development proposal with Council prior to lodgement of Application.

Office Use Only	
Application No.	Fees
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total Fees: _____	
Receipt No.: _____	
Date: _____	

A. Details of the Applicant

Surname / Company Name (Full Name Required)

Christian Names

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime Telephone

Fax

Mobile

Email

The applicant(s), or the applicant's agent, must sign the application.

Signature

Date

B. Details of the Owner

Surname / Company Name (Full Name Required)

Christian Names

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime telephone

Fax

Mobile

Email

Please Note: - where more than one name is on the title, all owners must sign the application.

If signed on behalf of a Body Corporate, the Common Seal must be stamped on this section.

As the owner(s) of the above property, I/we consent to this application:

Signature

Signature

Name

Name

Date

Date

Signature

Signature

Name

Name

Date

Date

C. Identify the land you propose to develop

Flat/street no.

Street name

Suburb or town

Lot No.

Sec. No (if applicable)

Deposited / Strata Plan No.

D. Development Proposal

Description

(It is important that an accurate description of your development is provided. Please liaise with Council staff if you are in any way unclear.)

More details of the development proposal can be provided within the Statement of Environmental Effects (if applicable).

Estimated Cost of Development

\$

Including GST
Prices are to be reflective of current markets costs for both materials and labour.

All Development Applications

Is a license/permit required under a different Act? Yes No

If "Yes", please specify the relevant Act and clause:

<i>Fisheries Management Act 1994</i>	<input type="checkbox"/>	S. 144	<input type="checkbox"/>	S. 201
	<input type="checkbox"/>	S. 205	<input type="checkbox"/>	S.219
<i>Heritage Act 1977</i>	<input type="checkbox"/>	S. 58		
<i>Mining Act 1992</i>	<input type="checkbox"/>	S.63 & S. 64		
<i>National Parks and Wildlife Act 1974</i>	<input type="checkbox"/>	S. 90		
<i>Protection of the Environment Operations Act 1997</i>	<input type="checkbox"/>	SS. 43 (A), 47 & 55		
	<input type="checkbox"/>	SS. 43 (B), 48 & 55		
	<input type="checkbox"/>	SS. 43 (D), 55 & 122		
<i>Rural Fires Act 1997</i>	<input type="checkbox"/>	S. 100b		
<i>Roads Act 1993</i>	<input type="checkbox"/>	S.138		
<i>Mine Subsidence Compensation Act 1961</i>	<input type="checkbox"/>	S. 15		
<i>Water Management Act 2000</i>	<input type="checkbox"/>	SS. 89, 90, 91		

Is the land, or part of the land you propose to develop identified as critical habitat under the *Threatened Species Conservation Act 1995*?

Yes No

NOTE: At the date of publication of this form there was no declared critical habitat in the Inverell Shire.

Is your proposal likely to significantly impact on threatened species, populations, ecological communities or their habitats?

Yes No

NOTE: If you have answered 'yes' to either of the above, a 7-Part Test under Section 5A of the Environmental Planning and Assessment Act will be required and a Species Impact Statement may be necessary. This will need to be undertaken by a suitably qualified person.

All Building Works

Area of Land	<input type="text"/>	Current Use of Land/Buildings	<input type="text"/>
Existing Floor Area (m2)	<input type="text"/>	No. of Storey's	<input type="text"/>
Floor Area of New Work (m2)	<input type="text"/>		

Materials

Walls		Roof		Floor		Frame	
Brick (double)	<input type="checkbox"/> 11	Tiles	<input type="checkbox"/> 10	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40
Brick (veneer)	<input type="checkbox"/> 12	Concrete or slate	<input type="checkbox"/> 20	Timber	<input type="checkbox"/> 40	Steel	<input type="checkbox"/> 60
Concrete or stone	<input type="checkbox"/> 20	Fibre cement	<input type="checkbox"/> 30	Other	<input type="checkbox"/> 80	Aluminium	<input type="checkbox"/> 70
Fibre cement	<input type="checkbox"/> 30	Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90	Other	<input type="checkbox"/> 80
Timber	<input type="checkbox"/> 40	Aluminium	<input type="checkbox"/> 70			Not specified	<input type="checkbox"/> 90
Curtain glass	<input type="checkbox"/> 50	Other	<input type="checkbox"/> 80				
Steel	<input type="checkbox"/> 60	Not specified	<input type="checkbox"/> 90				
Aluminium	<input type="checkbox"/> 70						
Other	<input type="checkbox"/> 80						
Not specified	<input type="checkbox"/> 90						

Residential Buildings Only

No. of Dwellings to be Constructed	<input type="text"/>		Yes	No
No. of Existing Dwellings	<input type="text"/>	Will the New Building(s) be attached to other New Buildings	<input type="checkbox"/>	<input type="checkbox"/>
No. of Dwellings to be Demolished	<input type="text"/>	Will the New Buildings be attached to existing buildings	<input type="checkbox"/>	<input type="checkbox"/>
		Will the site contain a Dual Occupancy	<input type="checkbox"/>	<input type="checkbox"/>

Subdivision Only

No. of Existing Allotments	<input type="text"/>
No. of Proposed Allotments	<input type="text"/>
No. of New Roads Proposed	<input type="text"/>

E. Details of the Builder

Is the work going to be completed by an owner/builder **Yes** **No**

Is the work going to be completed by a licensed builder **Yes** **No** (If 'Yes' builder details to be provided below)

Surname / Company Name (Full Name Required)

Christian Names

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime telephone

Fax

Mobile

Email

Licence no.

F. Contract for Undertaking of Certification Work

This contract has been prepared pursuant to Section 73A of the *Building Professionals Act 2005* and clause 19A of the *Building Professionals Regulation 2007*. This is a contract between the owner and Inverell Shire Council, where Council will carry out certification work for the owner and/or may be appointed as the Principal Certifying Authority in relation to the subject development.

Council undertakes all certification work in a professional manner and in accordance with the requirements of the *Environmental Planning & Assessment Act 1979* and the *Environmental Planning and Assessment Regulation 2000*.

1. Accredited Certifier

Name

Inverell Shire Council

Address

144 Otho Street, Inverell NSW 2360

Postal Address

PO Box 138, Inverell NSW 2360

Telephone

(02) 6728 8288

Fax

(02) 6728 8277

Email

council@inverell.nsw.gov.au

The details of the officers employed by Council as accredited Certifiers, any of whom may carry out certification work and inspections under this contract, can be found on the Building Professionals Board website at www.bpb.nsw.gov.au

2. Owner

Name(s)

Postal Address

Telephone

Fax

Email

3. Insurance

The Accredited Certifiers employed by Council will be covered by Council's insurance.

4. Details of Certification Work to be Undertaken

The following certification works are to be undertaken by the Accredited Certifier (**please select**):

Determination of Applications

- The determination of an application for a Complying Development Certificate under Section 85A of the *Environmental Planning and Assessment Act 1979* (EP&A Act); or
- The issuing of a Construction Certificate under Section 109F of the EP&A Act.

Undertaking the Functions of a Principal Certifying Authority

- Undertaking the functions of a Principal Certifying Authority, including, but not limited to:
- The carrying out of inspections under Section 109E(3) of the EP&A Act;
 - The issuing of Compliance Certificates Section 109G and of the EP&A Act; and
 - The issuing of an Interim Occupation Certificate or Final Occupation Certificate under Section 109H of the EP&A Act.

Note: If you do not appoint Council to undertake the functions of a Principal Certifying Authority, details of the nominated PCA are to be provided to Council prior to the commencement of any works.

5. Description of the Development Works to be Undertaken and Site of the Development Works

Description of the Development Works to be Undertaken

Site of the Development Works

Flat/Street no.

Street Name

Suburb or Town

Lot No.

Sec. No (if applicable)

Deposited / Strata Plan No.

6. Plans, Specifications and Documents

The relevant plans, specifications and documents for this certification work are those issued with the relevant Construction Certificate or Complying Development Certificate.

7. Fees and Charges

Fees and charges for appointment of Council for certification work are based on Council's annual fees and charges which are published on Council's website at www.inverell.nsw.gov.au

8. Payment

The fees and charges associated with all certification work must be paid on or before the lodgement of the relevant Construction Certificate or Complying Development Certificate, excluding any fees and charges for work arising as a result of unforeseen contingencies. Additional fees may be charged in the following circumstances:

- Additional critical stage inspections or other inspections due to the staging of building works or variations in the construction sequence;
- Re-inspection works as a result of the relevant stage of construction not being ready, incomplete or unsatisfactory; or
- Additional on-site meetings.

The payment of fees and charges associated with the above circumstances or any unforeseen contingencies will be subject to issue of an invoice.

Owners Declaration and Signature

I accept the terms and conditions of this contract including the payment of fees.

Signature

Name

Date

Signature

Name

Date

G. Sec. 68 Approval under the Local Government Act 1993

An approval for an activity under Section 68 of the *Local Government Act 1993* can be sought from Council under two separate assessment processes. Either as a stand alone application for the activity, or in conjunction with a Development Application, Construction Certificate or Complying Development Certificate for the use to which the activity is related. The procedures for both processes are summarised below.

Stand alone application	Application in conjunction with Development Application
Applicant nominates Sec. 68 approval only and completes relevant sections.	Applicant nominates Development Application and completes relevant sections.
↓	↓
Applicant lodges Application Form with Council.	Applicant nominates Sec. 68 approval and completes relevant sections.
↓	↓
Council assesses application under Section 68 of the <i>Local Government Act 1993</i> .	Applicant lodges combined Application Form with Council.
↓	↓
Council determines application and issues Notice of Activity Application Determination" under the provisions of the <i>Local Government Act 1993</i> .	Council assesses application under the <i>Environmental Planning and Assessment (EP&A) Act 1979</i> (including the provisions of the <i>Local Government Act 1993</i> called up under 78A(3) of the EP&A Act).
	↓
	Council determines application under the provisions of the EP&A Act and issues a "Notice of Determination" under EP&A Act (including any conditions of any S.68 Activities).

Some activities, such as the installation of a relocatable dwelling, the operation of a Caravan Park, etc. still require Development Consent under the *Environmental Planning and Assessment Act 1979* for the use of the land in addition to any approvals required under Section 68 of the *Local Government Act 1993*.

Part A – Structures or Places of Public Entertainment

Install manufactured home, moveable dwelling or associated structure on land.

Part B – Water Supply, Sewerage and Stormwater Drainage Work

Carry out water supply work.
(Complete section "G1'below).

Carry out sewerage work.
(Complete section "G1'below).

Draw water from a Council water supply or a standpipe or sell water so drawn.
(Complete section "G4'below).

Carry out stormwater drainage work.
(Complete section "G1'below).

Connect a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer.

Install, alter, disconnect or remove a meter connected to a service pipe.

Part C – Management of Waste

For fee or reward, transport waste over or under a public place.

Place waste in a public place

Place a waste storage container in a public place.

Dispose of waste into a sewer of the Council.

Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility.
(Complete section "G2'below).

Operate a system of sewage management.
(Complete section "G3'below).

Part D – Community Land

Direct or procure a theatrical, musical or other entertainment for the public.

Engage in a trade or business.

Construct a temporary enclosure for the purpose of entertainment.

For fee or reward, play a musical instrument or sing.

Set up, operate or use a loudspeaker or sound amplifying device.

Deliver a public address or hold a religious service or public meeting.

Part E – Public Roads

Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway.

Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road.

Part F – Other Activities

Install a domestic oil or solid fuel heating appliance, other than a portable appliance.

Operate a public car park.

Operate a caravan park or camping ground.

Operate a manufactured home estate.

Use a standing vehicle or any article for the purpose of selling any article in a public place.
(Complete section "G4'below).

Install or operate amusement devices.

Carry out an activity prescribed by the regulations or an activity of a Class or description prescribed by the regulations.

Specify: _____

G1 - Water / Sewerage / Storm Water Work Details

New Work

Alteration to Existing Work

Plumber

License No.

Street No.

Street Name

Suburb or Town

State

Postcode

Daytime Telephone

Fax

Mobile

No. of New Water Closets

G2 – Onsite Sewage Management System Installation / Alteration Details

Install New Onsite Sewage Management System

Alter Existing Onsite Sewage Management System

Septic Tank Manufacturer

No. of Persons Resident

Source of Water Supply

Aerated Septic Tank Brand (if applicable)

Installation Firm

Street No.

Street Name

Suburb or Town

State

Postcode

NOTE:

A detailed plan is to be submitted with either of the above showing proposed drainage layout and the location of effluent disposal areas and the distances to the following:

- Existing/proposed buildings
- Property boundaries and contours
- Distances to any water bodies, rivers and creeks

G3 – Onsite Sewage Management System Operation Details

Type of System: Absorption Trench Aerated System Pump Out
 Transpiration Area Composting Unit Pit (long Drop)

Is your tank: Circular Rectangular

Age of System: 0-5 Years 6-15 Years 16 Years +

Capacity of system:

No. of persons residing at this address:

Source of Water: Tank Bore River
 Dam Reticulated Supply

Connections: Bath Laundry Tub Basin
 Shower Kitchen Dishwasher

Soil Type: Basalt Granite AND
 Red Black Brown
 Clay Loam Sandy

Approx. distance to nearest house(s): _____

Approx: distance to nearest watercourse: _____

Approx. depth of bore (if applicable): _____

No. of houses on property: _____

No. of onsite sewage management systems: _____

Is the system working well: Yes No

If “No”, what is the problem: _____

Is there any discharge onto ground surface: Yes No

G4 – Vehicle Details

Registration No:

Registration Expiry Date:

Make of Vehicle

Disclosure Statement of Political Donations and Gifts Where Council is Approval Authority

Information

You may use this form to make a political donations and gifts disclosure under Section 147(4) and (5) of the *Environmental Planning and Assessment Act 1979* for applications or public submissions to a council.

A disclosure statement of a reportable political donation or gift must accompany an application or submission if the reportable donation or gift is made within 2 years before the application or submission is made. If the donation or gift is made after the lodgement of the application, a disclosure statement must be sent to the relevant consent or approval authority within 7 days after the donation or gift is made.

The affected applications include any application for a major project or infrastructure made under Part 3A of the *Environmental Planning and Assessment Act 1979*, an application for Development Consent or modification of consent under Part 4 of the Act. It also includes a request for the making of environmental planning instrument or development control plan in relation to a subject site or a request for a site to be declared a state significant development.

This does not apply to an application for (or for the modification of) a complying development certificate.

Declaration

As the applicant, have you or any of your associates:

<input type="checkbox"/> Made a reportable political donation to any local councillor of this Council; and/or	YES / NO
<input type="checkbox"/> Made a gift to any local councillor or employee of this Council.	

If **yes**, you will need to complete the table below. If **no**, just sign and date this page.

Note: Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement.

Name of person making donation or gift		
• Residential address or Registered/official office		
• ABN if not an individual		
Name/address of development application or planning matter		
• Date application lodged		
• Consent or approval authority		
Person's interest in application		
<input type="checkbox"/> Applicant	<input type="checkbox"/> Person making submission in opposition	
<input type="checkbox"/> Person with a <i>financial interest (explain)</i>	<input type="checkbox"/> Person making submission in support	
Name of the person to benefit from the donation	Date donation made	Amount of the donation*
Name of the person to whom gift is made	Date gift made	Amount or value of the gift*

Note *: A *reportable political donation* is a donation of:

- \$1,000 or more made to or for the benefit of the party, elected member, group or candidate; or
- \$1,000 or more made by a major political donor to or for the benefit of a party, elected member, group or candidate, or made to the major political donor; or
- less than \$1,000 if the aggregated total of the donations made by the entity or person to the same party, elected member, group, candidate or person within the same financial year (ending 30 June) is \$1,000 or more.

By signing below, I/we hereby declare that all information contained within this statement is accurate at the time of signing.

Signature/s _____ Date _____