



CONSTRUCTION & OCCUPATION CERTIFICATE APPLICATION

Made under the *Environmental Planning and Assessment Act 1979*

Sections 81A(2), 109C(1)(b) Class 1-10

IDENTIFICATION OF BUILDING

Lot, DP/MPS etc _____

Address _____

Suburb/Town _____ Post Code _____

DESCRIPTION OF DEVELOPMENT

Detailed Description:

TYPE OF APPLICATION

Tick appropriate boxes

I apply for the following part 4a certificate

- Construction Certificate**
- Interim Certificate**
- Final Certificate**
- Change of Building Use of an Existing Building**
- Occupation/Use of a New Building**

APPLICANT

Name _____

Company _____

Address _____

Phone B/H _____ Fax No _____

Mobile _____

Email _____

*When are the works expected to start: _____

As the applicant, I/we hereby:

1-Submit this Construction & Occupation Certificate Application under the Environmental Planning & Assessment Act 1979, with Private Certifiers Australia and appoint Grant Harrington as the Principal Certifying Authority for the building work identified in this application.

2-Appoint Grant Harrington of Private Certifiers Australia as the Principal Certifying Authority for the building work identified in this application.

3-And allow Grant Harrington to submit the notice of commencement to council if required on my behalf.

Signature of applicant:

Sign _____ **Date** _____



POSTAL ADDRESS

All documentation should be posted to:

Name _____
Company _____
Address _____

Suburb _____ Post Code _____

CONSENT OF ALL OWNER(S)

(As the owner or the owners representative am duly authorised to appoint the PCA under 109E of the EPA Act for a Construction & an Occupation Certificate)

Name _____
Company _____
Address _____

Suburb/Town _____ **Post Code** _____
Phone B/H _____ **Fax No** _____
Mobile _____ **Email** _____

I/We as the owner of the above building/property,

- 1. Consent to the Appointment of Grant Harrington as the PCA (Principal Certifying Authority) and approve of the PCA or their representative to lodge the Notice of Commencement on our behalf with council to authorize the commencement of works on site. I am duly authorized under 109E of the EPA Act to appoint the PCA for the project;*
- 2. Submit this Construction and Occupation Certificate Application under the Environmental Planning & Assessment Act 1979, for determination by the Principal Certifying Authority.*

Signature of Owner

Sign _____ **Date** _____

VALUE OF WORK

Estimated Cost of work:

\$

GST:

\$

DEVELOPMENT CONSENT

Development Consent No

No.

Date of Determination

Date



**BUILDING CODE OF AUSTRALIA
BUILDING CLASSIFICATION**

Nominated on the Development Consent

Class

Please provide the Principal Contractor for the works

OB permits are relevant only to owners undertaking the works under the Owner Builder permit scheme issued by the office of fair trading. Also fill in contact details

If you are using a licensed builder for residential works please provide the builders home owner warranty

Owner-builder Permit No. _____

Name of Builder _____

Address _____

Telephone _____ Fax _____

Contractor License No. _____

REQUIRED ATTACHMENTS

- Note 1 details the information that must be submitted with an application for a construction certificate for proposed building works
- Note 2 details the additional information that may be submitted with an application for a construction certificate for proposed residential building work.

NOTES

For Completing Construction Certificate Application

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) Four (4) 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
- 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 specification 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-hand and give particulars of any second-hand materials to be 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 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 relates to a 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, capacity and basis of design of each of the measures concerned.

Note 2

Home Building Act 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 that 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:
- (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.
 - (iii)

*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.