

Application for Development/Construction Certificate  
 made under the *Environmental Planning and Assessment Act 1979* sections 4.12 and 6.7

**How to Use this Form**

This form is designed to be completed and saved electronically therefore printing is not required. Once filled in, simply save a copy of your application to your computer. This PDF then forms part of your electronic submission to Council.

**PART A**

**A1. Application Type**

Application is hereby made for:

**Please complete the following sections:**

	Single dwelling & associated structures	Commercial and residential development (other than single dwelling)	Subdivision
<input type="checkbox"/> Development Application (DA)	<b>A, D<sup>1</sup>, E<sup>1</sup>, F</b>	<b>A, D<sup>1</sup>, E<sup>1,2</sup>, F</b>	<b>A, C, D<sup>1</sup>, F</b>
<input type="checkbox"/> Construction Certificate (CC) <sup>^</sup>	<b>A, B, F</b>	<b>A, B, F</b>	*
<input type="checkbox"/> Combined DA and CC <sup>^</sup>	<b>A, B, D<sup>1</sup>, E<sup>1</sup>, F</b>	<b>A, B, D<sup>1</sup>, E<sup>1,2</sup>, F</b>	<b>A, B, C, D<sup>1</sup>, F</b>

<sup>1</sup> Where not included in a separate document

<sup>2</sup> For residential development only

<sup>^</sup> The applicant must be the land owner(s)

\* see Construction Certificate (Subdivision Work)

**NOTE!** A separate application for a Construction Certificate may be lodged at a later date with either Council or a suitably accredited private certifier.

**A2. Applicant**

**For a Construction Certificate or combined Development Application and Construction Certificate the applicant must be the land owner(s)**

Surname/s	<input type="text"/>	Given Name/s	<input type="text"/>
<b>OR</b>			
Company/ Organisation	<input type="text"/>	ABN	<input type="text"/>
Postal Address	<input type="text"/>		
Telephone	<input type="text"/>	Mobile	<input type="text"/>
Facsimile	<input type="text"/>	Email	<input type="text"/>

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**A3. Owner's Consent**

- Individual Ownership and Joint Ownership
- Organisation/Company Ownership
- Strata Property

**NOTE!** *A separate owner's consent form will be generated depending on what option is selected. This signed form will need to be scanned for inclusion with your submission to Council.*

**A4. Land Description**

Lot Number	<input type="text"/>	Section	<input type="text"/>	DP/NPP/SP	<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
Unit/Street No	<input type="text"/>	Street	<input type="text"/>		
Suburb/Town	<input type="text"/>				

**A5. Description of Proposed Development**

Provide a written description of your proposal/s

Estimated contract price of Development/ Demolitions

\$
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**NOTE!** *For most applications the fee is based on the estimated contract price. You must provide a genuine estimate of the costs. If the price is considered to be understated Council will adjust using standard industry guides.*

### A6. Alternative Solutions (BCA)

Does the development involve building work (see - note below) in respect of which an alternative solution under the Building Code of Australia ("BCA") in respect of a fire safety requirement is proposed?

Yes  No

If 'Yes' provide:

Either or both of the following from a "**fire safety engineer**" (i.e. a private accredited certifier holding Category C10 accreditation):

- (a) a compliance certificate (as referred to in section 6.4 (e)(iv) *Environmental Planning and Assessment Act 1979*) that certifies that the alternative solution complies with the relevant performance requirements of the BCA.
- (b) a written report that includes a statement that the alternative solution complies with the relevant performance requirements of the BCA.

*The above requirement only applies to building work in respect of:*

(a) a class 9a building that is proposed to have a total floor area of 2000 square metres or more, and

- NOTE!** (b) any building (other than a class 9a building) that is proposed to have:
- (i) a fire compartment with a total floor area of more than 2000 square meters, or
  - (ii) a total floor area of more than 6000 square meters, that involves an alternative solution under the BCA in respect of the requirements set out in EP1.4, EP2.1, EP2.2, DP4 and DP5 in Volume 1 of the BCA

### A7. Statement of Environmental Effects (SEE)

Attached as a separate document  Completed in **Part D**

**ALL** applications are to be supported with a Statement of Environmental Effects (in some cases a more detailed Environmental Impact Statement may be required).

A Statement of Environmental Effects (SEE) is a written document outlining in detail the likely impacts of the proposal, and any proposed measures to mitigate those impacts.

The information required with the SEE will vary depending upon the type of development. Please refer to the Development Application Guide to help you assess just what information should be included in your SEE.

### A8. Political Donations and Gifts

Attached as a separate document  Not Applicable

The *Local Government and Planning Legislation Amendment (Political Donations) Act 2008* requires the public disclosure of donations or gifts when lodging or commenting on development proposals.

A disclosure is required to be made in a statement accompanying the relevant development or planning application by a person who makes the application. For more information please refer to [www.tweed.nsw.gov.au/disclosure](http://www.tweed.nsw.gov.au/disclosure).

### A9. Payment of Application

Once your application(s) has been lodged, you will receive a Tax Invoice(s) via email. Please indicate how you wish to pay.

- By Post      Please post your cheque, made payable to Tweed Shire Council.
- By Telephone      Via Council's dedicated credit card payment telephone line.
- In Person      Cash, cheque, EFTPOS and credit cards (Visa and MasterCard) are accepted at either of the Customer Service offices between 8.30am and 4.00pm (AEST) Monday to Friday.

**NOTE!** *If your application is Integrated Development (see A11) a separate cheque is required per Government Department at time of lodgement. **Integrated cheques must be received by Council before the DA will be officially lodged.***

*A surcharge applies to payment via credit card.*

### A10. Concurrence of State Government Authorities

Does your proposal require concurrence?       Yes       No

Department of Planning and Environment

Office of Environment and Heritage

Other

**NOTE!** *Some applications require the agreement of another Government Authority before an approval can be granted. Please discuss what authorities may have an interest in your proposal with our staff.*

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### A11. Integrated Development

Is your proposal an Integrated Development?  Yes  No

**NOTE!** *Integrated Development is development that, in order for it to be carried out, requires development consent and one or more of the following approvals.*

ACT	PROVISION	APPROVAL
<i>Coal Mine Subsidence Compensation Act 2017</i>	<input type="checkbox"/> s 22	approval to alter or erect improvements, or to subdivide land, within a mine subsidence district
<i>Fisheries Management Act 1994</i>	<input type="checkbox"/> s 144	aquaculture permit
	<input type="checkbox"/> s 201	permit to carry out dredging or reclamation work
	<input type="checkbox"/> s 205	permit to cut, remove, damage or destroy marine vegetation on public water land or an aquaculture lease, or on the foreshore of any such land or lease
	<input type="checkbox"/> s 219	permit to: (a) set a net, netting or other material, or (b) construct or alter a dam, floodgate, causeway or weir, or (c) otherwise create an obstruction, across or within a bay, inlet, river or creek, or across or around a flat
<i>Heritage Act 1977</i>	<input type="checkbox"/> s 58	approval in respect of the doing or carrying out of an act, matter or thing referred to in s 57 (1)
<i>Mining Act 1992</i>	<input type="checkbox"/> ss 63, 64	grant of mining lease
<i>National Parks and Wildlife Act 1974</i>	<input type="checkbox"/> s 90	grant of Aboriginal heritage impact permit
<i>Petroleum (Onshore) Act 1991</i>	<input type="checkbox"/> s 16	grant of production lease
<i>Protection of the Environment Operations Act 1997</i>	<input type="checkbox"/> ss 43 (a), 47 and 55	Environment protection licence to authorise carrying out of scheduled development work at any premises.
	<input type="checkbox"/> ss 43 (b), 48 and 55	Environment protection licence to authorise carrying out of scheduled activities at any premises (excluding any activity described as a "waste activity" but including any activity described as a "waste facility").
	<input type="checkbox"/> ss 43 (d), 55 and 122	Environment protection licences to control carrying out of non-scheduled activities for the purposes of regulating water pollution resulting from the activity.
<i>Roads Act 1993</i>	<input type="checkbox"/> s 138	consent to: (a) erect a structure or carry out a work in, on or over a public road, or (b) dig up or disturb the surface of a public road, or (c) remove or interfere with a structure, work or tree on a public road, or (d) pump water into a public road from any land adjoining the road, or (e) connect a road (whether public or private) to a classified road
<i>Rural Fires Act 1997</i>	<input type="checkbox"/> s 100B	authorisation under section 100B in respect of bush fire safety of subdivision of land that could lawfully be used for residential or rural residential purposes or development of land for special fire protection purposes
<i>Water Management Act 2000</i>	<input type="checkbox"/> ss 89, 90, 91	water use approval, water management work approval or activity approval under Part 3 of Chapter 3

**PART B**

**B1. Construction Certificate**

Are you applying for a Construction Certificate?

Yes  No

**B2. Development Consent**

Has Development Consent been granted for the proposed development?

Yes  No

Development Consent No.  Date of Determination

**B3. Appointment of Principal Certifying Authority**

Do you wish to appoint Tweed Shire Council as the Principal Certifying Authority for Council to carry out all required inspections during the construction of the building?

Yes  No

**NOTE!** *If 'yes' you will be prompted to **save** the Appointment of Principal Certifying Authority form. This signed form will need to be scanned for inclusion with your submission to Council.*

**B4. Details of Builder or Owner Builder** (for each part of the proposed development)

Builder  Owner Builder  To be advised

Surname/s	<input type="text"/>	Given Name/s	<input type="text"/>
<b>OR</b>			
Company/ Organisation	<input type="text"/>	ABN	<input type="text"/>
Postal Address	<input type="text"/>		
Telephone	<input type="text"/>	Mobile	<input type="text"/>
Facsimile	<input type="text"/>	Email	<input type="text"/>
Builders Licence Number	<input type="text"/>	OR Owner Builder Permit Number	<input type="text"/>

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**REQUIREMENT** prior to the release of the construction certificate:

- The licensed builder shall provide a Certificate of Insurance if value of building work is over \$20,000 OR
- NOTE!** ▪ The owner builder shall provide an Owner Builders Permit for building works in excess of \$10,000 as required by the Home Building Act 1989.

You may provide this information to Council later, if you have not yet appointed a builder. If you are an owner-builder, you will need to obtain an Owner Builder Permit from the Department of Fair Trading if the value of the building works is over \$10,000

**B5. Statistical Data** (for building works only)

This schedule is required to be completed to provide information to the Australian Bureau of Statistics  
**Materials to be used** Place cross in the box which best describes the construction materials of the new work.

Walls	Roof	Floor	Frame
<input type="checkbox"/> Brick, double	<input type="checkbox"/> Tiles	<input type="checkbox"/> Concrete	<input type="checkbox"/> Timber
<input type="checkbox"/> Brick, veneer	<input type="checkbox"/> Concrete or slate	<input type="checkbox"/> Timber	<input type="checkbox"/> Steel
<input type="checkbox"/> Concrete or stone	<input type="checkbox"/> Fibre cement	<input type="checkbox"/> Other	<input type="checkbox"/> Aluminium
<input type="checkbox"/> Fibre cement	<input type="checkbox"/> Steel	<input type="checkbox"/> Not specified	<input type="checkbox"/> Other (block, cavity, brick etc)
<input type="checkbox"/> Timber	<input type="checkbox"/> Aluminium		
<input type="checkbox"/> Curtain glass	<input type="checkbox"/> Other		
<input type="checkbox"/> Steel	<input type="checkbox"/> Not specified		
<input type="checkbox"/> Aluminium			
<input type="checkbox"/> Other			
<input type="checkbox"/> Not specified			
<input type="checkbox"/> Not applicable			

**B6. Additional Information**

Detached Dwelling	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the site contain a dual occupancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will it be a new building?	<input type="checkbox"/> Yes	<input type="checkbox"/> No alterations/additions to an existing building
Number of new dwellings/units	<input type="text"/>	Number of buildings to be demolished <input type="text"/>
Gross floor area of the proposed addition or new building?	<input type="text"/>	How many storeys will the building have? <input type="text"/>
Number of pre-existing dwellings on the site?	<input type="text"/>	Building Code of Australia Classification <input type="text"/>

**B7. Alternative Solutions (BCA)**

Does the development involve building work (see - note below) in respect of which an alternative solution under the Building Code of Australia ("BCA") in respect of a fire safety requirement is proposed?  Yes  No

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If 'Yes' provide:

Either or both of the following from a "**fire safety engineer**" (i.e. a private accredited certifier holding Category C10 accreditation):

- (a) a compliance certificate (as referred to in section 6.4 (e)(iv) *Environmental Planning and Assessment Act 1979*) that certifies that the alternative solution complies with the relevant performance requirements of the BCA.
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*The above requirement only applies to building work in respect of:*

- (a) a class 9a building that is proposed to have a total floor area of 2000 square metres or more, and
- NOTE!**
- (b) any building (other than a class 9a building) that is proposed to have:
    - (i) a fire compartment with a total floor area of more than 2000 square meters, or
    - (ii) a total floor area of more than 6000 square meters, that involves an alternative solution under the BCA in respect of the requirements set out in EP1.4, EP2.1, EP2.2, DP4 and DP5 in Volume 1 of the BCA



## PART C

### C1. Subdivision of Land

Is your proposal Subdivision of Land?

Yes  No

Subdivision of Land

Total number of lots

Boundary Adjustment

Total number of lots

Stratum Subdivision

Total number of lots

Strata Subdivision

Total number of lots

Other

Are physical subdivision works included as part of this application?

Yes  No

### C2. Master Plan

This section applies to subdivisions where the ultimate lot yield for all stages will be more than 25 lots and where the pattern of streets, open space and neighbourhood structure is not already determined by existing development street layout or an existing specific Development Control Plan

Has a master plan been approved for this development?

Yes  No

Is a draft master plan included with this application?

Yes  No

**NOTE!**

See *Tweed Shire Council Development Control Plan, Section A5 – Subdivisions Manual, part A5.3* for details of master plan requirements.

### C3. Subdivision Information Statement

Is a Subdivision Information Statement included with this application?

Yes  No

**NOTE!**

See *Tweed Shire Council Development Control Plan, Section A5 – Subdivisions Manual, part A5.6.3* and *Tweed Shire Council Development Design Specification D13 – Engineering Plans [subdivisions]* for details.

## PART D

**NOTE!** A simple YES/NO answer will **NOT** be sufficient. The following is not an exhaustive list but a guide only and should be expanded upon where appropriate in the form of a separate written statement.  
If you require more space, please attach extra comments to the form. Some applications will require this to be provided by specialist consultants.

### D1. Statement of Environmental Effects (SEE)

Provide a clear, detailed description of the proposal.

Describe the existing environment of the subject site and the surrounding land.

*slope, vegetation, natural features such as water courses, adjoining land uses etc.*

Explain the design characteristics of the development? Describe how the development will be in character with other developments in the locality.

*height, scale, density, materials, etc.*

Explain how the proposed development impacts on the existing and likely future amenity of the locality? How do you propose to address these impacts?

*overshadowing, loss of privacy, visual amenity, streetscape or increased noise.*

If the site is affected by hazards such as bushfire, flooding, landslip, coastal erosion or any other risk factor, how do you propose to overcome such hazards?

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What amount of traffic will be generated by the proposed development? How do you intend to gain access to the site? What off-street parking has been provided? What loading/unloading facilities have been provided? What will be the effect of any likely increase in traffic caused by the proposed development?

*refer to DCP A2  
Parking Code*

What steps have been taken to mitigate any likely adverse environmental impact on the surrounding locality as a result of the proposed development during and after construction?

*discharges into a natural water system, emission of fumes, steam, vapour, dust or the like.*

What effects will the proposal have on existing fauna and flora? How will these be overcome or managed?

*removal of/or injury to existing native flora and fauna.*

Does the proposal involve removal of vegetation? If yes, what is the dimensions of the area to be cleared, and/or the number, species and size Diameter at Breast Height (DBH) of the vegetation?

*refer to DCP A16, SEPP (Vegetation in Non-Rural Areas), SEPP No 44 and Part 7 of the Biodiversity Conservation Regulations 2017*

What impact will the proposal have on the environment of threatened species and/or threatened ecological communities as defined in the *Biodiversity Conservation Act 2016*? If your proposal involves removal of vegetation or habitat, your application may require a Biodiversity Development Assessment Report (BDAR) in accordance with Section 7.3 of the *Biodiversity Conservation Act 2016*.

*a BDAR is to be prepared by an appropriately accredited person*

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If filling of the land is required, demonstrate how you propose to overcome any adverse impacts on adjoining properties?

How do you propose to reduce the soil erosion and/or sedimentation problems that may occur from site works?

What solid and liquid waste will be generated during construction and operation? How will these wastes be disposed of? What toxic chemicals, if any, are involved in the proposal?

*specify quality and quantity.*

What are the likely economic or social effects of the proposed development on the locality?

What other matters considered relevant should Council be advised of that will support your proposal?

### Land Contamination

Please specify all land uses to which the site has been put, including the current use.

*Refer to Council's  
Contaminated  
Land Policy*

Is the proponent aware of the uses to which properties adjoining the site have been put? If so please specify.

*If so, please  
specify.*

Do any of the uses correlate with potentially contaminating activities?

If yes, has there been any testing or assessment of the site and, if so, what were the results?

Is the proponent aware of any contamination on the site?

What remediation work, if any has been taken in respect to contamination which is or may have been present on the site?

*Work carried out  
voluntarily or  
ordered by a  
government  
agency.*

**PART E**

**NOTE!** *Please provide a written response to demonstrate how each of the relevant controls applying to your development proposal have been complied with and if a variation is required to any of the controls, details of the variation sought, why Council should consider the variation and demonstrate why the mandatory controls cannot work on the site.*

**E1. Statement in relation to Tweed DCP Section A1 Part A Preliminaries.  
DCP available [here](#)**

Section 4 - context and site analysis (also includes sections 4.1 and 4.2):

Variation/s sought:

**E2. Statement in relation to Tweed DCP Section A1 Part A (for dwellings, dual occupancies and secondary dwellings only)  
DCP available [here](#)**

Section 2 - site design (includes sections 2.1 and 2.2):

Variation/s sought:



Section 3 - building envelope controls (includes sections 3.1 to 3.3):

Variation/s sought:

Section 4 - building design (includes sections 4.1 to 4.7):

Variation/s sought:



Section 5 - operational requirements (includes sections 5.1):

Variation/s sought:

Section 6 - ancillary development (includes sections 6.1 to 6.4):

Variation/s sought:





## PART F

### F1. Other Approvals

Other applications may be required prior to commencing work. These applications are identified below:

#### Plumbing & Drainage Work on Private Land

Required if your proposal requires the connection to Council sewage system or the proposal is already connected and involves alterations and additions which include plumbing and drainage works or the proposal involves the installation of an on-site sewerage management system or alteration to that system.

#### Water Service Connection

Required if your proposal has reticulated water available.

#### Driveway Access to Property

Required if you are required to or wish to provide/modify a driveway access over a public footpath to a roadway.

#### Stormwater Connection and Erosion & Sedimentation Control

If your proposal involves a new or additional connection of storm water from private property to a public drain, kerb and gutter or installing a pipe across a public road or footpath. Approval for erosion and sedimentation control is required whereby the ground surface is disturbed which may cause eroded material to enter the storm water system or our waterways.

### F2. Is your Application Complete?

All *applicable* questions within the application form have been answered in full  Yes  No

Application checklist(s) has been completed and attached to your application  Yes  No

**NOTE!** *If you have answered **NO** to any of the above, your application is not sufficient and may result in rejection.*

### F3. Copyright

Council is subject to the *Government Information (Public Access) Act 2009* (GIPA Act) under which it may be required to release information which you provide to it. Where you are the copyright owner of any material provided to Council you consent to Council reproducing or providing any copyright materials to any third person in accordance with the GIPA Act and will make no claim against Council for any alleged breach of copyright.

### F4. Declaration

I declare that all the information in this application, checklist and attachments are true and correct.

I understand that if the information is incomplete the application may be delayed or rejected.

I acknowledge that the information submitted on this form and any supporting documentation will be made publicly available as part of Council's DA Tracking service.

Applicants Name

Date

**For a full list of fees applicable see Council's Fees and Charges at  
[www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au)**