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# APPLICATION FORM

Development / Construction / Local Activity / Road Activity

*Environmental Planning and Assessment Act 1979*  
*Local Government Act 1993*  
*Roads Act 1993*

Please be advised that Council recommends that you consult with a Council Officer **before** submitting this application and/or refer to Berrigan Shire Council's Application Guide (Copies are available from Reception or [www.berriganshire.nsw.gov.au](http://www.berriganshire.nsw.gov.au)).

1. APPLICANT DETAILS	
Name/s:	
Company:	
Postal Address:	
	Town:
	State:                      Postcode:
Phone #	
Mobile #	
Email:	
<b>Applicant Signature</b>	

2. LAND OWNER DETAILS (If different to applicant)	
Name/ Company: <small>(If more space required, attach list)</small>	
Postal Address:	
	Town:
	State:                      Postcode:
Phone #	
Email:	
<b>Owner Signature</b>	

3. TYPE OF APPLICATION	
Development Consent (DA)	<input type="checkbox"/>
Construction Certificate (CC)	<input type="checkbox"/>
Complying Development Certificate (CDC)	<input type="checkbox"/>
Modification of Development/Complying Development Certificate Consent No: _____	<input type="checkbox"/>
Building Certificate 149(D) – <i>(refer to page 4)</i>	<input type="checkbox"/>
Occupation/Completion/Subdivision Certificate <small>(please circle)</small>	<input type="checkbox"/>
Local Activity (s.68) <small>(also complete Attachment A)</small>	<input type="checkbox"/>
Description: .....	
.....	
Application for Works, Structures & Activities on a Council Road: <small>(also complete Attachment E)</small>	<input type="checkbox"/>
Description: .....	
.....	

4. PROPERTY DETAILS			
Property name:			
Unit/House #			
Street/Road			
Town:			
Area of land:			
Title details <small>(if insufficient space attach list)</small>	Lot/s	Sec/s	DP/SPs

5. DESCRIPTION OF DEVELOPMENT
<p>Please provide a detailed description of your proposal:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p style="text-align: center;">\$.....</p> <p style="text-align: center;"><b>ESTIMATED COST OF DEVELOPMENT</b></p> <p><i>NOTE: Application fees are based on the genuine estimated contract price. If the price is considered to be understated Council will adjust using standard industry guides.</i></p>

6. REQUIRED DOCUMENTATION
<p>Three (3) copies of A4 or A3 size plans drawn to scale are to be provided as follows (larger plans may be requested):</p> <p><b>Development Application (DA)</b></p> <p><input type="checkbox"/> Site Plan (indicating all levels, existing structures and vegetation)</p> <p><input type="checkbox"/> Floor Plan</p> <p><input type="checkbox"/> Elevation Plans</p> <p><input type="checkbox"/> BASIX Certificate (&gt;\$50,000)</p> <p><input type="checkbox"/> Statement of Environmental Effects</p> <p><b>Construction Certificate (CC)</b></p> <p><input type="checkbox"/> Specifications</p> <p><input type="checkbox"/> Structural or Civil Engineers design</p> <p><input type="checkbox"/> Home Owners Warranty Insurance (&gt;\$20,000)</p> <p><b>Complying Development (CDC)</b></p> <p><input type="checkbox"/> Site Plan (indicating all levels, existing structures and vegetation)</p> <p><input type="checkbox"/> Floor Plan</p> <p><input type="checkbox"/> Elevation Plans</p> <p><input type="checkbox"/> BASIX Certificate (&gt;\$50,000)</p> <p><input type="checkbox"/> Specifications</p> <p><input type="checkbox"/> Structural or Civil Engineers design</p> <p><input type="checkbox"/> Home Owners Warranty Insurance (&gt;\$20,000)</p>

7. DETAILS OF BUILDER OR OWNER BUILDER	
<input type="checkbox"/> Builder <input type="checkbox"/> Owner Builder (>\$10,000)	
Name or Company:	
Postal Address:	
	Town:
	State:      Postcode:
Telephone:	
Builders Licence No	

8. PRINCIPAL CERTIFYING AUTHORITY (PCA)
<p>Do you wish to appoint Council as the Principal Certifying Authority for the purpose of undertaking required inspections and issuing Compliance and Occupation Certificate(s)?</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><i>NOTE: If the person having the benefit of this certificate is a builder or contractor and does not own the land then <u>the OWNER of the land must appoint the PCA</u> by signing below:</i></p> <p>Owner Name: .....</p> <p>Owner Signature: .....</p> <p><i>Section 109E(1A) Environmental Planning and Assessment Act 1979</i></p>

9. ENVIRONMENTAL EFFECTS
<p><i>To assess your proposal, the Council needs to understand the potential impacts. This will be dependent on the nature and scale of your proposal.</i></p> <p><b>Is the application for Designated Development?</b></p> <p><input type="checkbox"/> <b>Yes</b> Please attach an Environmental Impact Statement (EIS)</p> <p><input type="checkbox"/> <b>No</b> Please attach Statement of Environmental Effects (SEE)</p> <p><i>NOTE: To assist in the preparation of an SEE refer to Council document Attachment F Statement of Environmental Effects</i></p> <p>(Please provide Council with three (3) copies)</p> <p><input type="checkbox"/> The proposed development is considered to have negligible effect (<i>SEE not applicable</i>)</p>

**10. 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.*

**NSW Fisheries (Fisheries Management Act 1994)**

s 144  s 201  s 205  s 219

**Heritage Act 1977**

s 58

**Mine Subsidence Compensation Act 1961**

s 15

**Mining Act 1992**

ss 63,64

**National Parks and Wildlife Act 1974**

s 90

**Petroleum (Onshore) Act 1991**

s 9

**Protection of the Environment Operations Act 1997**

ss 43 (a), 47 and 55  ss 43(b), 48 and 55

ss 43 (d), 55 and 122

**Roads Act 1993**

s 138

**Rural Fires Act 1997**

s 100B

**Water Management Act 2000**

ss 89, 90, 91

**11. STAGED DEVELOPMENT**

You can apply for development consent for part of your proposal now, and for the remaining part(s) at a later stage.

Are you applying for development consent in stages?

Yes  No

If Yes, please attach:

- Information which describes the stages of your development
- A copy of any consents you already have for part of your development.

**12. POLITICAL DONATIONS & GIFTS**

Have you or any associated person with a financial interest in this application in the last two (2) years made any political donation or given any gifts to any local Councillor or Council employee

Yes  No

*If you ticked "Yes", please fill out a Political Donations and Gifts Disclosure Statement and attach to this form.*

*Note: It is an offence not to disclose reportable political donations.*

**13. STATISTICAL DATA (for building works only)**

*This information is required by the Australian Bureau of Statistics (ABS).*

New  Additions/Alterations

**Materials to be used:**

**WALLS**

- Brick, double
- Brick, veneer
- Concrete or stone
- Timber Cladding
- Steel

**ROOF**

- Steel/Colorbond
- Tiles
- Other .....

**FRAME**

- Timber
- Steel
- Other .....

**FLOOR**

- Concrete
- Timber
- Other .....

Building Code of Australia (BCA) Classifications:

Number of buildings to be demolished:

Number of pre-existing dwellings:

Floor Area:

Site Area:

Does the site contain a dual occupancy?

Yes  No



14. BUILDING CERTIFICATES 149(D)	
Contact for access to buildings:	Name: Ph/mobile (BH):
Type of Building:	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial/Industrial <small>(Ensure a floor plan, including floor area, and most recent annual Fire Safety Statement are attached).</small>
Certificate is required for:	<input type="checkbox"/> Whole building <input type="checkbox"/> Part Building
Description of part of building (if relevant).	
Floor area of whole or part:	.....m <sup>2</sup>
Please tick whether you are:	<input type="checkbox"/> The owner of whole or part of the building. <input type="checkbox"/> The purchaser of the property. <input type="checkbox"/> A solicitor or agent acting for the purchaser. <input type="checkbox"/> None of the above.
Consent of landowner/s: (Only required if you ticked the "None of the above" box)	<b>Declaration</b> – I/we being the owners of the whole or part of the building for which this application is sought, consent to the lodgement of this application, and give consent to authorised officers of the Council to enter the property to carry out inspections relating to this application.  Signature/s .....  Date: .....
<i>Note: For applications for building certificate, pursuant to section 149D of the Environmental Planning and Assessment Act 1979, Council may require such information (including building plans, specifications, survey reports and certificates) as may reasonably be necessary to enable the proper determination of the application.</i>	

**15. PRIVACY POLICY**

Personal Information collected by the Council will be treated as per the Council's Privacy Management Plan and the *Privacy and Personal Information Protection Act 1998*. Supply of personal information is legally required and failure to supply could cause delay in your application.

**16. FORWARDING OF CERTIFICATES**

Please indicate which method you would like to receive your approvals below.  
*Ensure details are correct in Part 1. of this application.*

- Post                                       Email.                                       Fax.

**17. PAYMENT OF APPLICATION FEES**

- Cash - In person at Berrigan Shire Council reception.
- Cheque – Post with application form to Berrigan Shire Council.
- EFT – BSB 082-572 A/C 509541619 please use reference: **"TechServ (Applicants Name)"**
- VISA or  MASTERCARD - complete card details below and forward to Berrigan Shire Council.

Card Number: 

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Cardholders Name: \_\_\_\_\_

Expiry Date: 

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 Total Amount: \$ 

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