

Complying Development Certificate Application Form

Section 85 and 85A Environmental Planning and Assessment Act 1979

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FOR OFFICE USE ONLY	Date lodged <input type="text"/>	Application Number <input type="text"/>
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ABOUT THIS FORM

This form is required to be filled out to request approval to undertake complying development within the Port Stephens Local Government for the types of development identified in State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (SEPP). The SEPP contains criteria and requirements that determine whether your proposal is complying development. If your development does not meet the criteria and requirements then you must lodge a development application.

To lodge the application, this form must be filled in, duly signed by the applicant and properties' owners and provided to Council together with all the required supporting documentation.

Lodgement can be done at Council's Administration Building, by mail or email. Application and accompanying documentation may be provided in electronic format (recommended) or in paper form.

- If you choose to lodge the application in electronic format, please visit the [Council website](#) and follow the guidelines described.
- If you choose to lodge the application in paper form, you must provide only one paper copy of all the supporting documentation. A scanning fee will apply for applications lodged in paper form.

PRIVACY

The information provided may contain personal information as defined under the Privacy and Personal Information Protection Act 1998 (NSW). The purpose of collecting this information is to enable Council to consider matters under related legislation, issue related documentation where required and other associated matters as provided by law and will be utilised by Council officers in assessing the proposal and other associated activities. The information may also be made available to other persons in accordance with the relevant Acts and regulations, such as the Government Information (Public Access) Act 2009 (NSW) and will be stored in Council's record system. Council will display plans and reports (which may be subject to copyright law) on line on its DA Tracker portal for the required exhibition period of the application. Following this period plans and reports may be inspected at Council's Administration Building. No personal information will be displayed. Section 79 of the Environmental Planning and Assessment Act 1979 (NSW), requires Council to make applications and accompanying information, including plans, publicly available during the submission period.

PLEASE SELECT WHAT YOU ARE APPLYING FOR:

New CDC

Modification of previous CDC

PART A

Property details

Unit/Street Numbers Street Name

Suburb

Postcode

Lot Number

DP/SP

Cost of development

The estimated cost of the development or building / subdivision works:

The cost of the development is the genuine estimate of: (a) the cost associated with the construction of the building, and (b) the cost associated with the preparation of the building for the purpose for which it is to be used (such as the cost of installing plant, fittings, fixtures and equipment). Owner builders will need to include a full cost of labour.

Applicant details

First Name

Family Name

Company/organisation/agency

Position

Builder or owner builder details

Previous development consent (if applicable)

Builder

Owner Builder

To be advised

Owner Builder Permit required if value of building is over \$5,000.00.

Name (or company)

Address

Post Code

Phone (BH)

Mobile

Phone (AH)

Licence Number

Email

Principal certifying authority

I appoint Port Stephens Council as **Principal Certifying Authority** for the development.

Yes

No

If you have selected yes, you are required to complete the Appointment of Port Stephens Council as Building Certifying Authority form. For more information about the agreement please see Schedule of PCA requirements.

Australian Bureau of Statistics schedule

Number of dwellings

Number of dwellings to be demolished

Number of pre-existing dwellings

Maximum number of storeys (including garage, attic room or storage level)

Gross floor area of addition or new building

m²

Nomination of environmental planning instrument

This complying development application is made under: (tick the applicable box)

State Environmental Planning Policy (Exempt and Complying Development)

Part 3 – General Housing Code

Part 4 – Housing Alterations Code

Part 4A – General Development Code

Part 5 – Commercial and Industrial Alterations Code

Part 5A – Commercial and Industrial (New buildings and additions) Code

Part 6 – Subdivisions Code

Part 7 – Demolition Code

Part 8 – Fire Safety Code

State Environmental Planning Policy (Infrastructure) 2007

State Environmental Planning Policy (Affordable Rental Housing) 2009

Division 2, Part 2 – Secondary dwellings

Division 7, Part 2 – Group Homes

Description of proposed development

Use of land or building	Erection of building	Subdivision of land/building
Carrying out of work	Demolition	Other

Briefly describe your proposal, including all components, any demolition and the proposed/existing use/s.

Asbestos

Does the proposal involve disturbing, repairing or removing asbestos?

Yes – please provide the estimated area (if any), in square metres, of bonded asbestos material or friable asbestos material that will be disturbed, repaired or removed in carrying out the development m²

No

Contamination For applications under Part 5 – Commercial and Industrial Alterations Code

Has the site previously been used for any of the following uses?

Yes No

- | | | | |
|--|--|---|--|
| <ul style="list-style-type: none"> • acid/alkali plant and formulation • agricultural/horticultural activities • airports • asbestos production and disposal • chemicals manufacture and formulation • defence works • drum re-conditioning works | <ul style="list-style-type: none"> • dry cleaning establishments • electrical manufacturing (transformers) • electroplating and heat treatment premises • engine works • explosives industry • gas works • iron and steel works | <ul style="list-style-type: none"> • landfill sites • metal treatment • mining and extractive industries • oil production and storage paint formulation and manufacture • pesticide manufacture and formulation • power stations • railway yards | <ul style="list-style-type: none"> • scrap yards • service stations • sheep and cattle dips • smelting and refining • tanning and associated trades • waste storage and treatment • wood preservation |
|--|--|---|--|

Is the site on the list of sites notified under section 60 of the Contaminated Land Management Act 1997?

Yes No

