



# BELLINGEN SHIRE COUNCIL

ABN: 26 066 993 265

PO Box 117, BELLINGEN NSW 2454

Phone: 02 6655 7300

Office Use Only

# Application Form

## General Requirements

- The Application Guide, available electronically or at the front counter, can be used to help determine the type of approval that the proposal will require.
- Council will not accept incomplete applications. It is the responsibility of the applicant to ensure required information is provided.
- Tick the boxes and fill out the sections as appropriate.
- Review and submit all the plans and documentation required to support the application.
- This form may be used for a single or combined application. Advice on the combining of applications should be first sought from Council prior to making an application(s).
- Fees **must** be paid at time of lodgement.

**Privacy Notice** The personal information provided may be available for public access and/or disclosure under various NSW Government legislation. For further Information please contact Customer and Business Services.

Office Use Only	DA No: _____	CC No: _____	CDC No: _____	FILE No:
	MD No: _____	LG No: _____	BC No: _____	
	SC No: _____	RW No: _____	DATE REC'D: _____	APPN ID: _____
PROPERTY ID: _____				

## 1 PROPERTY DETAILS (THE FOLLOWING DETAILS MUST BE COMPLETED)

Lot No	Deposited Plan No	Strata Plan No	Section No
Address No	Street/Road Name		
Town/Locality			Postcode

## USE OF LAND AND BUILDINGS (Please describe, eg vacant land; dwelling; etc)

## 2 APPLICATION SUMMARY TYPE OF WORK PROPOSED (PLEASE TICK THE RELEVANT BOXES)

<input type="checkbox"/> Building Works – New	<input type="checkbox"/> Building Works – Additions/Alterations	<input type="checkbox"/> Advertising Sign/s <small>(Also complete attachment)</small>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Subdivision / Boundary Adjustment	<input type="checkbox"/> Change of Use
<input type="checkbox"/> Earth Works	<input type="checkbox"/> Works in Road Reserve	<input type="checkbox"/> OSMS
<input type="checkbox"/> Tree Removal/Pruning <small>(Also complete attachment)</small>	<input type="checkbox"/> Activities & Events etc	<input type="checkbox"/> Other

## DESCRIBE THE WORKS

VALUE OF WORKS	AND	NO OF ADDITIONAL LOTS
\$ <input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>
<small>(Relates to subdivision of land)</small>		

**3 APPLICANT DETAILS****APPLICANT NAME(S)**

Postal Address

Postcode

E-mail Address

Home Phone

Business Phone

Business Fax

Mobile Phone

*I/we the applicants declare to the best of my/our knowledge and belief that all the particulars hereon are correct in every detail and the information required has been supplied. I/we also hereby consent to the Bellingen Shire Council displaying and copying the application/s and supporting documentation, including designs, for the purposes of seeking public comment, when necessary.*

Signature(s)

Date

**4 OWNER CONSENT DETAILS**

ALL owners **must** complete this section. Where the owner is a corporation, the company seal must be applied and a statement of the capacity of the person signing the application. If you have recently purchased the land, you must provide a Certificate of title or Transfer Certificate showing the transferor, transferee and the current Lot and DP number of the property.

*I/we the owners of the land to which the application/s apply hereby consent to the making of the application/s, and hereby grant to the council the power to enter and carry out inspections in relation to any land or building relating to the application/s.*

**OWNER(S) NAME**

Address No

Street/Road Name

Town/Locality

Postcode

E-mail Address

Phone

Signature(s)

Date

**OWNER(S) NAME**

Address No

Street/Road Name

Town/Locality

Postcode

E-mail Address

Phone

Signature(s)

Date

**5 TYPE OF APPLICATION****(PLEASE TICK THE TYPE OF APPLICATIONS BEING LODGED)****(A) CONSENTS/CERTIFICATES ISSUED UNDER THE ENVIRONMENTAL PLANNING & ASSESSMENT ACT**

Please read the notes to determine the type of consent/approval or certificate required.

**Complying Development Certificate** *(Please tick one of the following boxes to indicate the Environmental Planning Instrument, you will also need to complete Section 7)*

SEPP (Exempt and Complying Development Codes) 2008

SEPP (Affordable Rental Housing) 2009

SEPP (Temporary Structures) 2007

SEPP (Infrastructure) 2007

**Modification to Complying Development Certificate** *(CDC No: \_\_\_\_\_)*

**Standard Development Consent**

**Modification of Development Consent** *(DA No: \_\_\_\_\_)*

*(Attach document outlining the nature of modification proposed)*

**Designated Development Consent**

**Integrated Development Consent** *(Please indicate under which Act the licences/permits are required)*

Fisheries Management Act 1994 ..... [ ] s144 [ ] s201 [ ] s205 [ ] s219

Heritage Act 1977 ..... [ ] s58

National Parks & Wildlife Act 1974 ..... [ ] s90

Protection of the Environment Operations Act 1997 .... [ ] ss43(a), 47 & 55 [ ] ss43(b), 48 & 55  
[ ] s43(d), 55 & 122

Rural Fires Act 1997 ..... [ ] s100B

Roads Act 1993 ..... [ ] s138

Water Management Act 2000..... [ ] s91

**Subdivision Certificate**

**Construction Certificate** *(If you tick this box you will need to complete Section 7)*

**Modification of Construction Certificate** *(CC No: \_\_\_\_\_)*

**(B) APPROVALS ISSUED UNDER THE LOCAL GOVERNMENT ACT (SECTION 68)**

**Install/alter and operate a sewerage management system**       **Carry out stormwater works**

**Carry out sewerage works**

**Carry out water supply works** (eg install a water meter)

[ ] Domestic

[ ] Other size *(please specify)* \_\_\_\_\_

**Other** *(Please specify, eg. operation of a caravan park, sale of goods in a public place)* \_\_\_\_\_

**(C) APPROVALS ISSUED UNDER THE ROADS ACT 1993 (SECTION 138)** **Roads Act Consent**Proposed works or use of the road reserve: \_\_\_\_\_  
\_\_\_\_\_**6 FORWARDING INSTRUCTIONS(PLEASE PROVIDE INSTRUCTIONS FOR FORWARDING THE DETERMINATION** **Post to Applicant** **Pick Up** (Phone No: \_\_\_\_\_ )**7 BUILDING DETAILS**Please complete **ONLY** if you require a construction certificate or complying development certificate.**CLASSIFICATION:** (AS PER BUILDING CODE OF AUSTRALIA)**BUILDER/COMPANY NAME**

Address No.	Street/Road Name	Town/Locality	Postcode

E-mail Address

Licence No.	Business Phone	Mobile Phone

**PLUMBER/WASTEWATER CONSULTANT**

Address No.	Street/Road Name	Town/Locality	Postcode

E-mail Address

Licence No.	Business Phone	Mobile Phone

**8 BUILDING SUSTAINABILITY INDEX (BASIX)** BASIX Certificate supplied (see application guide for further details)

**9 CONSTRUCTION DETAILS (REQUIREMENT OF THE ABS)**

No of existing dwellings on the land on which the new building is to be erected? \_\_\_\_\_

No of existing dwellings to be demolished in connection with the erection of the new building? \_\_\_\_\_

Does the land contain a dual occupancy? \_\_\_\_\_

**STRUCTURE 1****Description of new building** (eg dwelling, shop, garage, shed or carport) .....

No of dwellings included in the new building .....

Value of new work \$ (including GST) .....

Is the building to be attached to any existing building? .....

Is the building to be attached to any other new building? .....

No of storeys (including underground) .....

New floor area created by the building work (does not include area of unenclosed carports, verandahs etc)..... \_\_\_\_\_m<sup>2</sup>**Floor**

- 20.... concrete or slate  
40.... timber  
80.... other  
90.... not specified

**Frame**

- 40 ... timber  
60 ... steel  
70 ... aluminium  
80 ... other  
90 ... not specified

**Walls**

- 11 ....brick (double)  
12 ....brick (vener)  
20 ....concrete or stone  
30 ....fibre cement  
40 ....timber  
50 ....curtain glass  
60 ....steel  
70 ....aluminium  
80 ....other  
90 ....not specified

**Roof**

- 10 ....tiles  
20 ....concrete or slate  
30 ....fibre cement  
60 ....steel  
70 ....aluminium  
80 ....other  
90 ....not specified

**STRUCTURE 2****Description of new building** (eg dwelling, shop, garage, shed or carport) .....

No of dwellings included in the new building .....

Value of new work \$ (including GST) .....

Is the building to be attached to any existing building? .....

Is the building to be attached to any other new building? .....

No of storeys (including underground) .....

New floor area created by the building work (does not include area of unenclosed carports, verandahs etc)..... \_\_\_\_\_m<sup>2</sup>**Floor**

- 20.... concrete or slate  
40.... timber  
80.... other  
90.... not specified

**Frame**

- 40 ... timber  
60 ... steel  
70 ... aluminium  
80 ... other  
90 ... not specified

**Walls**

- 11 ....brick (double)  
12 ....brick (vener)  
20 ....concrete or stone  
30 ....fibre cement  
40 ....timber  
50 ....curtain glass  
60 ....steel  
70 ....aluminium  
80 ....other  
90 ....not specified

**Roof**

- 10 ....tiles  
20 ....concrete or slate  
30 ....fibre cement  
60 ....steel  
70 ....aluminium  
80 ....other  
90 ....not specified

**10. LIST DOCUMENTS AND PLANS ACCOMPANYING THIS APPLICATION**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

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**FEES & CHARGES**

FILE NO	APPN ID	VALUE \$		
FEE OR CHARGE		AMOUNT	DATE PAID	RECEIPT No.
	INTEGRATED FEE RECEIVED \$ _____			
S012	INTEGRATED DEVELOPMENT FEE – COUNCIL .. \$ _____			
S100	PLANNING REFORM FUND .....	\$ _____		
S011	DEVELOPMENT APPLICATION .....	\$ _____		
B117	COMPLYING DEVELOPMENT .....	\$ _____		
S009	DA NOTIFICATION .....	\$ _____		
S008	ADVERTISING .....	\$ _____		
S011	MODIFICATION .....	\$ _____		
S013	CONSTRUCTION CERTIFICATE .....	\$ _____ GST inc		
S049	MANDATORY INSPECTIONS (No of _____) ....	\$ _____ GST inc		
S021	LONG SERVICE LEVY .....	\$ _____		
S242	WATER SUPPLY .....	\$ _____		
S125	WASTE SYSTEM INSTALLATION (SEPTIC, ETC) .	\$ _____		
S239	WASTE SYSTEM (SEWER) .....	\$ _____		
S094	LOCAL GOVERNMENT APPROVAL .....	\$ _____		
S017	ROADS ACT .....	\$ _____		
S049	OCCUPATION CERTIFICATE .....	\$ _____		
S191	SUBDIVISION CERTIFICATE .....	\$ _____		
A230	BOND .....	\$ _____		
B136	PLAN APPROVAL FEE .....	\$ _____		
B023	BUILDING CERTIFICATE .....	\$ _____		
A013	PRIVATE CERTIFIER .....	\$ _____		
B027	OTHER .....	\$ _____ GST inc		
	(eg. building specs, copies of plans and documents, etc)			
<b>TOTAL FEES</b>		<b>\$ _____</b>	<b>RECEIPTED BY</b>	_____

**REGISTRATION**

- |                                                     |                                                              |                                                         |
|-----------------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> .....Activity File record. | <input type="checkbox"/> .....Building Structure records.    | <input type="checkbox"/> .....Referral Sheet/Merge doc. |
| <input type="checkbox"/> ..... Workflow created.    | <input type="checkbox"/> .....Advertising Structure records. | <input type="checkbox"/> ..... Copies to Engineers.     |
| <input type="checkbox"/> ..... Land Parcel links.   | <input type="checkbox"/> .....Waste System records.          |                                                         |
| <input type="checkbox"/> ..... Application records. |                                                              |                                                         |

**REGISTRATION COMPLETED BY** \_\_\_\_\_