

Application Number

Date Received

Receipt Number



# Part A - Application for Approval Development Application, Complying Development or Construction Certificate

Use this form to request approval to undertake development in the Central Coast Area

This form, plus a completed Part B - Application Detail and Owner(s) Consent form, must be submitted in printed format, and also included as a separate document on a USB flash drive (*preferred*) or a CD or DVD containing all application-related documentation in PDF format unless the application is submitted via the Online Lodgement service (except for Section 68 applications).

Engineering-related applications and applications under the Roads Act require specific application forms which can be downloaded from Council's website. These applications do need to be submitted in printed format as well as included on a USB/CD/DVD.

## 1. CONSENT, CERTIFICATE OR APPROVAL REQUIRED

Indicate what you are requesting Council to approve by marking the box next to the approval types listed.

- DA - Development Application Consent**  
Development consent is required for all proposed development unless it is exempt development which covers very minor development such as garden sheds and awnings. Development requiring consent is detailed in the Gosford LEP 2014 or Gosford Planning Scheme Ordinance (GPSO) or Interim Development Order No 122 (IDO122).
- Designated Development**  
Development listed in schedule 3 of the Environmental Planning & Assessment Regulation 2000
- Integrated Development**  
Development listed under Section 4.46 of the Environmental Planning & Assessment Act 1979  
(Also refer to Note 1)

### ACT (click on relevant)

### SECTION

<input type="checkbox"/> Fisheries Management Act 1994	s144, s201, s205, s219
<input type="checkbox"/> Heritage Act 1977	s58
<input type="checkbox"/> Mining Act 1992	s63, s64
<input type="checkbox"/> National Parks and Wildlife Act 1974	s90
<input type="checkbox"/> Petroleum (Onshore) Act 1991	s9
<input type="checkbox"/> Protection of the Environment Operations Act	s43(a),(b),(d), s47, s48, s55, s122
<input type="checkbox"/> Roads Act 1993	s138
<input type="checkbox"/> Rural Fires Act 1997	s100B
<input type="checkbox"/> Water Management Act 2000	s89, s90, s91



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**CC – Construction Certificate (Building works) assessed by Council's Building Certification section**

A construction certificate is required for all development where building works are to be undertaken that requires development consent. A construction certificate can only be issued if there is a current development consent relating to the work. Note - if nominating Council as your Principal Certifying Authority. (PCA), download the Appointment of Principal Certifying Authority form from Council's website.  
An application for a subdivision Construction Certificate requires a specific application form which can be downloaded from Council's website.

**CDC – Complying Development Certificate**

Complying development is development that will have minimal impact and the development meets a subset of predefined standards. Note - if nominating Council as your Principal Certifying Authority (PCA), download the Appointment of Principal Certifying Authority form from Council's website.

**Approval under Section 68 of the Local Government Act**

Approval under Section 68 of the Local Government Act is required to install a manufactured home, movable dwelling or associated structure on land.

**2. PROPERTY DETAILS** - Specify all properties subject to this application.

*A street address and lot and deposited plan number is required. RMB is not acceptable as the property location.*

Unit/Street No. <input type="text"/>	Street Name <input type="text"/>	Suburb <input type="text"/>
Lot No. <input type="text"/>	Section <input type="text"/>	DP / SP No. <input type="text"/>

**3. APPLICANT DETAILS** - Only a single contact name can be nominated

*Full details of applicant (or company) are required on a Part B - Application Detail and Owner(s) Consent form. Council will communicate only with the nominated applicant during the assessment process and all correspondence will be directed to the applicant. The applicant may be responsible for ensuring compliance with some of the conditions of consent.*

Full Name  
(Individual)

Or

Company Name

**4. BUILDER / OWNER-BUILDER DETAILS**

If you are to use a licensed builder and the value is over \$20,000, the licensed builder must provide a copy of Home Warranty Insurance. For owner-builders, a permit issued by NSW Fair Trading is required where the value of work exceeds \$10,000. Prior to commencing any work, you must inform Council by completing the Notice of Commencement of Work & Appointment of Principal Certifying Authority form.

- To be advised  
(Go to next section)       Owner-builder  
(Provide details)       Licensed builder  
(Provide details)

Full Name (or Company Name) <input type="text"/>	Licence Number <input type="text"/>
Builder's Address <input type="text"/>	Builder Phone (Business) <input type="text"/>
<input type="text"/>	<input type="text"/>

## 5. DETAIL OF PROPOSED DEVELOPMENT

- New Dwelling     
  Alteration/Addition     
  Other

### Proposed Development

### Estimated Cost

(include full Value of Works including all materials & labour. Owner builders should estimate the value based on the cost for work to be carried out by a third party) A document supporting this calculation MUST be submitted with all Development Applications.

Please note that understatement of the cost can delay assessment of your application.

\$

## 6. IS THE CONSENT TO BE STAGED?

- No     
  Yes – Provide details

## 7. MATERIALS TO BE USED - Indicate which best describes the materials that will be used in the construction

Floor	Code	Walls	Code	Roof	Code
<input type="checkbox"/> Concrete	20	<input type="checkbox"/> Brick veneer	12	<input type="checkbox"/> Aluminium	70
<input type="checkbox"/> Timber	10	<input type="checkbox"/> Full brick	11	<input type="checkbox"/> Concrete	20
<input type="checkbox"/> Other	80	<input type="checkbox"/> Single brick	11	<input type="checkbox"/> Concrete tile	10
<input type="checkbox"/> Not specified	90	<input type="checkbox"/> Concrete block	11	<input type="checkbox"/> Fibrous cement	30
		<input type="checkbox"/> Concrete/Masonry	20	<input type="checkbox"/> Fibreglass	80
		<input type="checkbox"/> Concrete	20	<input type="checkbox"/> Shingle tiles	10
		<input type="checkbox"/> Steel	60	<input type="checkbox"/> Slate	20
		<input type="checkbox"/> Fibrous cement	30	<input type="checkbox"/> Steel	60
		<input type="checkbox"/> Hardiplank	30	<input type="checkbox"/> Terracotta tile	10
		<input type="checkbox"/> Timber/Board	40	<input type="checkbox"/> Other	80
		<input type="checkbox"/> Alum Cladding	70	<input type="checkbox"/> Unknown	90
		<input type="checkbox"/> Curtain glass	50		
		<input type="checkbox"/> Other	80		
		<input type="checkbox"/> Unknown	90		

The estimated area of bonded or friable asbestos material that will be disturbed, repaired or removed in carrying out the development

 m<sup>2</sup>

## 8. APPLICATION SCHEDULE - To be completed for all applications involving construction.

Number of dwellings/units proposed

Number of pre-existing dwellings

Number of storeys proposed

Gross floor area of new building work (m<sup>2</sup>)

Number dwelling demolished

Gross floor area of existing building (m<sup>2</sup>)

## 9. PRIVACY & PERSONAL INFORMATION (refer to Note 2)

Information on this form is collected by Council for administrative and assessment purposes. It will be used by Council staff and other government agencies for the purpose of assessing the application. This application form and any supporting documents you provide are available for public access under the *Government Information (Public Access) Act 2009 and/or Environmental Planning and Assessment Act 1979*. This may include publication on the website. To protect the applicant and the owner(s) privacy, personal details are recorded only on the Part B - Application Detail & Owner(s) Consent form which is not published on the website.

Political Donations and Gifts Disclosure Statement forms will be kept in a public register held at Council's Administration Buildings and may also be available on Council's website

## 10. OWNER(S) CONSENT (refer to Note 3)

Have the owner(s) of the property given consent to lodge this application?

**YES**

Complete and submit Part B - Application Detail and Owner(s) Consent form.

**N/A - Construction Certificate only**

This applies only where the applicant is the same person for the associated DA. If the applicant is not the same person, a Part B - Application Detail and Owner(s) Consent form is required.

## NOTES

- Note 1 Integrated development is development listed in Section 4.46 of the Environmental Planning and Assessment Act where, as well as requiring DA Consent, the proposal also requires a specified permit or approval from a NSW government body. An application that requires referral or concurrence must include:
- Sufficient information for a NSW Government body to make an assessment of the application.
  - An additional fee payable to Central Coast Council.
  - An additional fee in the form of a cheque payable to the NSW government body.
- Note 2 Information identified in the Application Checklist on this form is required for all applications in electronic format, together with the fee payment.
- Notification plans for residential development should not show the internal floor layout and lodgement documents should not contain personal details as this information will be released for public access.
- For information on electronic document requirements visit Council's website.
- Council accepts only electronic copies of development application documents, with the exception of the Part A and Part B application forms. Please note that engineering applications and Road Act applications are available on Council's website. These applications do need to be submitted in printed format as well as on a USB/CD/DVD.
- Note 3 The Environmental Planning and Assessment Act requires owner(s) consent to the lodging of a development application.
- Note 4 In accordance with DCP 2013, your application may require notification and/or advertising to enable interested persons to comment on the proposal. If notification/advertising is required, a fee will be payable.

**APPLICATION CHECKLIST** [Information identified as required]

▲ = Check constraints on the land and then refer to the Guide to Development to determine whether the supporting documentation is required. Constraints can be checked either by referring to Council's online mapping, south office ePlanning portal or 149 Planning Certificate.

Supporting Document	Documents required				Applicant Check
	Complying Development Certificate	DA - Building Class 1, 10 (Dwelling, carport, deck, shed etc.)	DA - Building Class 2 - 9 (RFB, commercial)	DA - Integrated / Designated	
<b>General</b>					
Part A – Application for Approval form	✓	✓	✓	✓	<input type="checkbox"/>
Part B – Application Detail and Owner(s) Consent form	✓	✓	✓	✓	<input type="checkbox"/>
Notification & Advertising Plans		▲	▲	✓	<input type="checkbox"/>
<b>Architectural Plans</b>					
Elevations and Sections	✓	✓	✓	✓	<input type="checkbox"/>
Extent of Cut & Fill Plan	▲	▲	▲	▲	<input type="checkbox"/>
Floor Plans / Building Specifications	✓	✓	✓	✓	<input type="checkbox"/>
Landscape Plan		▲	▲	▲	<input type="checkbox"/>
Lighting & Illumination Plan			▲	▲	<input type="checkbox"/>
Photomontage			▲	▲	<input type="checkbox"/>
Architectural 3D Computer Model			▲		<input type="checkbox"/>
Schedule of External Finishes	✓	✓	✓	✓	<input type="checkbox"/>
Shadow Analysis Diagrams		▲	▲	▲	<input type="checkbox"/>
Site Plan/Site Analysis	✓	✓	✓	✓	<input type="checkbox"/>
Survey Plan		▲	▲	✓	<input type="checkbox"/>
Tree Locations & Schedule	▲	▲	▲	▲	<input type="checkbox"/>
<b>Statement of Environment Effects</b>					
Character Statement		✓	✓	✓	<input type="checkbox"/>
LEP Clause 4.6/SEPP 1 Objection		▲	▲	▲	<input type="checkbox"/>
Site Photograph		▲	▲	▲	<input type="checkbox"/>
<b>Engineering Plans</b>					
Access, Parking & Roadworks Plan		▲	✓	✓	<input type="checkbox"/>
Erosion & Sediment Control Plan	▲	▲	✓	✓	<input type="checkbox"/>
Stormwater Management Plan	✓	✓	✓	✓	<input type="checkbox"/>
Water & Sewer Plan	✓	▲	✓	✓	<input type="checkbox"/>
Water Cycle Management Plan		✓	✓	✓	<input type="checkbox"/>
<b>Subdivision Plan</b>					
	▲		✓	✓	<input type="checkbox"/>
<b>Supporting Reports</b>					
Acid Sulphate Soil Assessment		▲	▲	▲	<input type="checkbox"/>
Acoustic Report		▲	▲	▲	<input type="checkbox"/>
Arborist Report		▲	▲	▲	<input type="checkbox"/>
BASIX Certificate	▲	▲	▲	▲	<input type="checkbox"/>
Bushfire Report	▲	▲	▲	▲	<input type="checkbox"/>
Coastal Hazard/Beach Frontage		▲	▲	▲	<input type="checkbox"/>
Cost Estimate	✓	✓	✓	✓	<input type="checkbox"/>
Crime & Safety Report			▲	▲	<input type="checkbox"/>
Design Verification Statement (SEPP 65)			▲	▲	<input type="checkbox"/>
Disability Access Report			▲	▲	<input type="checkbox"/>
Flora & Fauna Report	▲	▲	▲	▲	<input type="checkbox"/>
Fire Safety Schedule	▲		▲	▲	<input type="checkbox"/>
Flooding Assessment		▲	▲	▲	<input type="checkbox"/>
Geotechnical Report		▲	▲	▲	<input type="checkbox"/>
Heritage Impact Statement		▲	▲	▲	<input type="checkbox"/>
On-Site Sewage Management - Waste Water Report	▲	▲	▲	▲	<input type="checkbox"/>
Site Contamination Assessment		▲	▲	▲	<input type="checkbox"/>
Traffic & Parking Report		▲	▲	▲	<input type="checkbox"/>
Waste Management Report	✓	✓	✓	✓	<input type="checkbox"/>
Wind Effects Report			▲		<input type="checkbox"/>

**Privacy & Personal Information:** To protect the applicant and the owner(s) privacy, personal details are recorded only on the Part B - Application Detail and Owner(s) Consent form which is not published. It is the applicant's responsibility to ensure other documents do not contain any personal or financial information.