



Building Certificate Application

Under Section 149D of The Environmental Planning and Assessment Act 1979 in relation to the whole/part of the building identified below:

Applicant Details

Name/Company Name _____

Applicant's Reference (if known) _____

Postal Address _____

Town _____

Postcode _____

Contact Name _____

Telephone _____

Email Address _____

Owners Details

Name/Company Name _____

Postal Address _____

Town _____

Postcode _____

Contact Name _____

Telephone _____

Email Address _____

Property Details

Lot No _____

Section No _____

DP No _____

Parish _____

Street No _____

Street Name _____

Town _____

Postcode _____

Council Assessment Number _____

Particulars

Type of Building _____

Whole Part

Floor Area (m²) _____

Description of work _____

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OFFICE USE ONLY

Receipt No _____

Amount \$ _____

Date _____

Received by _____

BC No _____

Further Information

Moree Plains Shire
Council
Level 2, 30 Heber Street
PO Box 420
MOREE NSW 2400
Tel: 02 6757 3222
Fax: 02 6752 3934
council@mpsc.nsw.gov.au

Applicant Declaration

In submitting this application I acknowledge that:

- Council responds to applications for property related certificates based on the information provided.
- Applicants are responsible for providing correct and complete information and instructions to council in order for certificates to be issued.
- Applications and payments, once received by council, will be acted upon, even if the instructions received result in inappropriate certificates being issued.
- I declare that all the information that I have provided in this application and checklist is true and correct.

Applicant Name

Applicant Signature

Date

Owners Consent

I/we own the subject land, consent to this application and consent to Council officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application. I accept that all communication regarding this application will be through the nominated applicant.

Owner 1 Name

Owner 1 Signature

Date

Owner 2 Name

Owner 2 Signature

Date

Lodgement Details

You can lodge the completed application by:

Mail: PO Box 420, Moree NSW 2400

In Person: Level 2, 30 Heber Street Moree NSW 2400

Email: council@mpsc.nsw.gov.au

Fax: 02 6752 3934

What Now: After your application has been receipted it will be processed within 7 working days. For further information regarding your application please contact us by:

Telephone: 02 6757 3222

Privacy & Personal Information Protection Notice

Purpose of

Collection: For Issue of Certificates

Intended Recipients: Council Staff and approved contractors of Moree Plains Shire Council

Supply: Certificates Application is voluntary, however required in order to obtain a certificate.

Access/Correction: Contact Moree Plains Shire Council to access or correct this information

Storage: Moree Plains Shire Council, Level 2, 30 Heber Street Moree NSW 2400

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Fees to Accompany Application

Please tick applicable box/es below:

- | | | |
|--|--------------------------|--------------------------|
| a) Class 1 building (dwellings) or a Class 10 building (outbuildings) | <input type="checkbox"/> | \$250.00 |
| b) In the case of any other class of building, as follows: | | |
| i) Floor area not exceeding 200 square metres | <input type="checkbox"/> | \$250.00 |
| ii) Floor area exceeding 200 square metres but not exceeding 2000 square metres (\$250 plus an additional \$1.00 per square metre over 200 square metres). | <input type="checkbox"/> | \$250.00 |
| iii) Floor area exceeding 2000 square metres (\$1165 plus an additional \$0.075 per square metre over 2000 square metres). | <input type="checkbox"/> | \$1165.00 |
| c) In any case where the application relates to a part of a building and that part consists of an external wall only or does not otherwise have a floor area | <input type="checkbox"/> | \$250.00 |
| d) Fee for a copy of a Building Certificate (in addition to the original) | <input type="checkbox"/> | \$13.00 |
| e) If the application involves unauthorised works, additional fees will be charged in accordance with Council's fees and charges and the Environmental Planning and Assessment Act 1979. | <input type="checkbox"/> | As determined by Council |
| f) If reasonably necessary to carry out more than one inspection of the building before issuing a Building Certificate, Council may require payment of an additional fee. | <input type="checkbox"/> | \$90.00 |

Further Information

Accompanying Documentation Checklist

(Please note: the submission of all relevant certification does not guarantee approval of the unauthorized development)

Building works - all applications—General

	Yes	N/A
Identification Survey report	<input type="checkbox"/>	<input type="checkbox"/>
Work as Executed (built) Architectural Plans	<input type="checkbox"/>	<input type="checkbox"/>

Unauthorised Building works - applications for unauthorised work - General

In addition to the documentation listed above in Building Works - all applications—general

	Yes	N/A
Floor Plans indicating the extent of unauthorised works	<input type="checkbox"/>	<input type="checkbox"/>
Installation certificates relating to essential fire safety measures	<input type="checkbox"/>	<input type="checkbox"/>

Details of proposed and existing fire safety measures as required by the Building Code of Australia (BCA), including certification.

Works as executed (built) Stormwater/drainage plan	<input type="checkbox"/>	<input type="checkbox"/>
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Previously known as Home Owners Warranty Insurance

A4 notification plans	<input type="checkbox"/>	<input type="checkbox"/>
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Site and Elevation plans reduced to A4 size, for all unauthorised work.

Certification confirming the structural elements, stormwater, health & Amenity. <input type="checkbox"/>	<input type="checkbox"/>
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- *Structural engineers report for all structural elements*
- *Termite management certification to AS3660*
- *Wet Area waterproofing certification to BCA and AS3740*
- *Electrical certification to AS3000*
- *Glazing certification to AS1288 and AS2043*
- *Smoke Alarm certification to BCA and AS3786*
- *BCA Compliance Report*
- *Other certification maybe requested*

Unauthorised building works - Non residential

In addition to the documentation listed above in Building Works - all applications—general and Unauthorised building works—general

	Yes	N/A
Annual Fire Safety Statement (class 2-9 buildings ONLY)	<input type="checkbox"/>	<input type="checkbox"/>

Unauthorised building works - where development consent obtained but no construction certificate issued

	Yes	N/A
Copy of development consent and approved plans	<input type="checkbox"/>	<input type="checkbox"/>

Demonstration of compliance with conditions of consent	<input type="checkbox"/>	<input type="checkbox"/>
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Pertaining to the Construction Certificate and occupation Certificate

Design Certificates relating to essential fire safety measures	<input type="checkbox"/>	<input type="checkbox"/>
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Design certificate relating to structural elements, stormwater, health & Amenity ...	<input type="checkbox"/>	<input type="checkbox"/>
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Works as executed (built) Stormwater/drainage plan	<input type="checkbox"/>	<input type="checkbox"/>
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Annual Fire Safety Statement (class 2-9 buildings ONLY)	<input type="checkbox"/>	<input type="checkbox"/>
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