

LODGEMENT CHECKLIST – APPLICATION FOR CONSTRUCTION CERTIFICATE, PC – All Development Types



Privacy Notification (*Privacy and Personal Information Protection Act* 1998 – Section 10) - The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the legislation. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

NOTE	E: Applications will be accepted for lodgement in Council's Custom (excluding Public Holidays)	ner Serv	vice Centre between 8.30 am and 4.30 pm, Mondays to Fridays				
✓ Plea	ease tick each box						
	Document transmittal (see reverse of this checklist) Application Form Applicant's details Property description	✓ Ple	ease tick each box Floor plan (individual plan only) Scale (1:100), north point Building, room dimensions				
	Consent of owner/owners, Owners Corporation/Company Seal Correct fees		Room usage Location of window, door openings Floor level to AHD				
	Title box on all plans showing name of plan, drawn by, date drawn, version ONE (1) digital copy and ONE (1) paper copy of ALL plans		☐ Wall, floor materials ☐ Waste recycling storage ☐ Ancillary storage				
	and documentation is required.	П	Elevation plan and Section plan (excluding floor plans)				
	Construction details Structural engineers plans (where applicable) Specifications Termite protection details (where applicable) Fire safety details Floor plan shows location of smoke detectors (where applicable) Essential services details, standards, location		Scale (1:100) Floor, ceiling height dimensions to AHD Overall building height dimensions to AHD Existing and proposed ground levels, adjacent road and footpath levels at all driveways and building entrances to AHD External building materials, finishes				
	Site Management Plan Location/specification of all soil, water management		Drainage Plan ☐ On-site detention design				
	facilities Storage space for building materials		Site Waste Minimisation and Management Plan				
	☐ Maintenance statement Miscellaneous ☐ Long service levy ☐ Development contributions PC Appointment		BASIX Certificate (may be omitted for additions/alterations with value under \$50,000 and swimming pools with capacity under 40,000 litres) ☐ Dated no earlier than 3 months before lodgement of this application ☐ BASIX Property description (e.g. Street No. and Name) is				
Ш	Fee Appointment form signed		correct BASIX Suburb and Postcode is correct Plan type and number and Lot number				
	Site plan (excluding floor plans) Scale (1:200), north point Site dimensions Setback dimensions Location of easements (type) ROWs Contours to AHD (existing and proposed) Location of structures (existing and proposed) Location of driveways, vehicle parking/ manoeuvring areas, vehicle crossing, footpath (existing and proposed) with levels to Australian Height Datum (AHD) Location of trees/vegetation (existing and proposed) Location of fences (existing and proposed) Location of drainage facilities/services (existing and proposed) Structures/trees to be removed identified Proposed cut/fill (area, type, level to AHD) Location of easements (type) ROWs		 BASIX Local Government area is WOLLONGONG BASIX Project Type matches description of this development application 				
			OFFICE USE ONLY				
	Waste management details including composting and recycling						
appli	Applicants must ensure that all the check boxes have been ticked [] and that all the information requested is attached before lodging the application with Council. Please clearly write your name below, and then initial and date the form to confirm that all required information is attached.						
Nar	me of Applicant Ap	plicant	t's initials Date / /				
	COUNCIL U	SE ON	NLY				
Checked by Date / /							

Web: www.wollonge

Postal: Locked Bag 8821, Wollongong DC NSW 2500





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Description	Plan or Document Number	Revision or Version Number	Date	Author