



**Orange City Council**  
 PO Box 35, Orange NSW 2800  
 Email council@orange.nsw.gov.au  
 Telephone 02 6393 8000

**Construction Certificate (CC)  
 Complying Development Certificate (CDC)  
 Water / Sewer / On-site Sewage System**

Date received: \_\_\_\_\_ Property no: \_\_\_\_\_ PR: \_\_\_\_\_

*Application made under the Environmental Planning and Assessment Act 1979 and Local Government Act 1993*

**TYPE OF CONSENT or APPROVAL REQUIRED**

TICK AS APPLICABLE

- Construction Certificate – Subdivision
- Construction Certificate - Building
- Complying Development Certificate
- Modification of Construction Certificate
- Modification of a Complying Development Cert.
- Water/Sewer/On-Site Sewage Application
- Appoint Council as Principal Certifying

DA/CC \_\_\_\_\_ / \_\_\_\_\_ (\_\_\_\_)

10. \_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

17. \_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

12. \_\_\_\_\_ . \_\_\_\_\_ . \_\_\_\_\_

**Development Consent no:** \_\_\_\_\_ **Issue Date:** \_\_\_\_\_

**PROPERTY DESCRIPTION**

We need this information to correctly identify the subject land. This information is shown on the rates notices, property deeds etc.

Street Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

Lot: \_\_\_\_\_ DP: \_\_\_\_\_ SP: \_\_\_\_\_

**OWNER DETAILS AND CONSENT**

**All property owners** must complete this section. If the owner of the property is a company, then the director/s or the secretary of the company must sign and affix the company seal, if required by the constitution.

- ▶ I hereby consent to the submission of this application and to a representative of Council entering my site for the purpose of a site inspection, and
- ▶ For Council to make copies of all documents for the purpose of determining the application or to provide copies to persons who may be affected by the proposal.

Name OR company name/s: \_\_\_\_\_

Postal address: \_\_\_\_\_

Phone no: \_\_\_\_\_ email: \_\_\_\_\_

Signature/s – of **all** owners to consent to \_\_\_\_\_

the lodgement of this application \_\_\_\_\_

**APPLICANT DETAILS**

Mr / Mrs / Ms / Other

Family name: \_\_\_\_\_ Signature: \_\_\_\_\_

Given name: \_\_\_\_\_

OR Company name: \_\_\_\_\_ ACN: \_\_\_\_\_

Postal address: \_\_\_\_\_

Phone no: (daytime) \_\_\_\_\_ (mobile) \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

**DESCRIPTION OF PROPOSAL**

Please describe briefly **everything** requiring approval by Council.

\_\_\_\_\_  
 \_\_\_\_\_

Office Use Only:

**ESTIMATED COST OF THE DEVELOPMENT (INCLUDING GST)**

Contracted price or estimate including labour and materials. \$ \_\_\_\_\_

NOTE: The estimated cost of the development or contract price is subject to a check by Council.

**CONSTRUCTION CERTIFICATE - Subdivision work**

Date Engineering plans submitted: \_\_\_\_\_

Designer: \_\_\_\_\_

Designer Plan Reference no: \_\_\_\_\_

Required attachments: 3 copies of proposed engineering plans

Including:  Sewerage  Drainage  Erosion control  
 Water  Road  Earthworks

Other attachments: \_\_\_\_\_

Engineering Fees Plan Approval Fee: \_\_\_\_\_ (349/350) Date paid: \_\_\_\_\_  
 Office Use Only: Construction certificate (S) Fee: \_\_\_\_\_ (201) Receipt no: \_\_\_\_\_  
 Long Service Leave Levy: \_\_\_\_\_ (558)  
 Total: \$ \_\_\_\_\_

**CONSTRUCTION CERTIFICATE - Building work or COMPLYING DEVELOPMENT CERTIFICATE**

**Builders/Owner Builder Details**

Builder/Owner Builder Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone no:(daytime) \_\_\_\_\_ Fax no: \_\_\_\_\_

Email: \_\_\_\_\_ License no: \_\_\_\_\_

**Requirements under the Home Building Act 1989**

Builders requirements: Each licensed contractor (builder or tradesperson) who contracts direct with an owner or an owner-builder to undertake any residential building work where the value of the work **exceeds \$20 000** must provide Home Warranty Insurance.

Owner –builder requirements: Applicants for building work that requires approval related to a single dwelling or dual occupancy, where the value of the work **exceeds \$10 000** require an owner-builder permit.

Has a certificate of Insurance been attached?  Yes  No

Has an Owner Builder’s Permit been attached?  Yes  No

**Building Details**

(must be completed for Construction Certificate & Complying Development Certificate)

Area of land: \_\_\_\_\_ (m<sup>2</sup>)

Gross floor area of: new building work (m<sup>2</sup>) \_\_\_\_\_ existing building (m<sup>2</sup>) \_\_\_\_\_

Number of storeys (including underground floors): \_\_\_\_\_

Number of dwellings to be demolished: \_\_\_\_\_ Number of dwellings proposed: \_\_\_\_\_

**Materials to be used:**

Roof

- Tiles 10
- Concrete/slate 20
- Fibre cement 30
- Steel 60
- Aluminium 70
- Other 80
- Not specified 90

Walls

- Brick (double) 11
- Brick (veneer) 12
- Concrete/stone 20
- Fibre cement 30
- Timber 40
- Curtain glass 50
- Steel 60
- Aluminium 70
- Other 80
- Not specified 90

Floor

- Concrete/slate 20
- Timber 40
- Other 80
- Not specified 90

Frame

- Timber 40
- Steel 60
- Aluminium 70
- Other 80
- Not specified 90

**Change of Use of Building**

Does the application involve a change of use of a building?  Yes  No

If YES, what is the current use? \_\_\_\_\_ AND proposed use \_\_\_\_\_

**Building Classification** (as per the *Building Code of Australia*)

The class(es) of building: \_\_\_\_\_

**Building Over The Sewer**

Does the proposal involve building work over or close to Council's sewer?  Yes  No

Do you have approval from Council to carry out the work?  Yes  No

**Liquid Trade Waste** Site plan must include proposed pre-treatment systems and connections to sewer.

Does the proposal involve the discharge of liquid waste to Council's sewer system?  Yes  No  
(As referred to in Section 68 of the *Local Government Act 1993*)

if **YES**, you need to submit a Liquid Trade Waste Application Form for approval.

**Water Service** Site plan must include where the connection is requested

Type of water service required:  Domestic -  Dual Supply  Single Connection (  Quote required)

Fire  Industrial/commercial **Size:** \_\_\_\_\_

\*  Is a Backflow Prevention device required?

Is the request for:  New service  Alterations to existing service

Renewal of existing service  Disconnection of service

Location:  Site plan and/or  Locality plan supplied

Meter location \_\_\_\_\_ metres from \_\_\_\_\_ boundary **and** \_\_\_\_\_ metres from \_\_\_\_\_ boundary

**Sewer Service**

Connection of residential sanitary drainage to Council's sewer system

Connection of commercial/industrial sanitary drainage to Council's sewer system

Inspection of alterations to private sanitary plumbing or drainage

Disconnection of service

**On-site Sewage Management**

New system  Alteration to existing system

Type of system:  Aerated wastewater treatment system  Septic tank  Other \_\_\_\_\_

Details of system: Manufacturer: \_\_\_\_\_ Tank size: \_\_\_\_\_

Plumber: \_\_\_\_\_ Service agent: \_\_\_\_\_

Source of water supply: \_\_\_\_\_ Geotechnical report supplied?  Yes  No

You are able to track the progress of your application using Council's new online services

**www.orange.nsw.gov.au**

Council's planning documents are also available to view or download.

**List of any additional documents accompanying this application**

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**Appointment of Principal Certifying Authority (PCA)**

The PCA is appointed under s109E of the Environmental Planning & Assessment Act 1979. The Act requires that a person who proposes to carry out development (the applicant) involving building or subdivision work (other than exempt development) must appoint a PCA prior to commencement of that work. The applicant may appoint Council (for building or subdivision work) or an accredited private certifier (for building or strata subdivisions only) as the PCA.

As the owner(s) of the property I appoint Orange City Council as the Principal Certifying Authority  
**Signatures of ALL owners required**

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OR

Name and Address of Appointed Principal Certifying Authority (if not Council)

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**Office Use Only**

Construction Certificate Fee: \_\_\_\_\_ (559)  
Complying Development Fee: \_\_\_\_\_ (555)  
Compliance Inspection Fee: \_\_\_\_\_ (556)  
Kerbside Numbering: \_\_\_\_\_ (569)  
Long Service Leave Levy: \_\_\_\_\_ (558)

Engineering Fees (50/50): \_\_\_\_\_ (349/350)  
Water Connection Fee: \_\_\_\_\_ (152)  
Dual Water Connection Fee: \_\_\_\_\_ (153)  
Local Govt. Act S.68 Fee: \_\_\_\_\_ (557)  
On-site Sewerage Man. Fee: \_\_\_\_\_ (171)  
Sewer/Water Comp Inspection Fee: \_\_\_\_\_ (151)

**TOTAL:**                    \$ \_\_\_\_\_

**Office Use Only**

10.201	_____	_____	\$ _____
12.201	_____	_____	\$ _____
17.201	_____	_____	\$ _____
35.201	_____	_____	\$ _____
27.201	_____	_____	\$ _____
<b>TOTAL</b>			<b>\$ _____</b>

**Checked by:**

CSO: \_\_\_\_\_  
EHBS: \_\_\_\_\_  
Planner: \_\_\_\_\_

Receipt Date: \_\_\_\_\_ Cashier: \_\_\_\_\_ Receipt No: \_\_\_\_\_

The information Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information are: Orange City Council Officers and any other agent of Council. The supply of the information by you is voluntary. If you cannot provide or do not wish to provide the information sought, Council may be unable to process your information.



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**Additional Information Required**

**To be completed by Council Staff**

Orange City Council is committed to providing an efficient and quality service.

The application you have brought to lodge with council is not complete.

Please return the application including the items listed below at your earliest convenience so that we can accept and process your application promptly.

- Proof of ownership \_\_\_\_\_
- Basix certificate \_\_\_\_\_
- Engineering plans for \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- Waste management plan
- Evidence of compliance with Development Consent condition no's  
 \_\_\_\_\_
- Disabled access details
- Site plan                       Retaining wall details
- Floor plan                       Relative levels               Proposed structure(s)
- Elevations                       Surface water controls
- Other  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Duty Officer:** \_\_\_\_\_  
 Signature

**Date:** \_\_\_\_\_

\_\_\_\_\_  
 Surname