

APPLICATION FOR A BUILDING CERTIFICATE

Environmental Planning and Assessment Regulation 2000

Locked Bag 155, Coffs Harbour 2450; DX 7559

Administrative Centre, 2 Castle Street, Coffs Harbour

Email: coffs.council@chcc.nsw.gov.au Phone: (02) 6648 4000 Fax: (02) 6648 4199

ABN 79 126 214 487



1. Details of the applicant

It is important that Council is able to contact you if more information is required. Please give as much detail as possible.

Mr Ms Mrs Dr Other:

Given name/s

Surname

Company/organisation

ABN

Postal address

Suburb or town

State

Postcode

Daytime telephone

Fax

Mobile

Email address

Please indicate whether you are:

the owner

a public authority

the purchaser's solicitor or agent

the purchaser of the property under contract of sale
(copy to be provided)

Other

2. Identify the land

Unit/street no.

Street

Suburb, town or locality

State

Postcode

Lot/DP or Lot/Section/DP or Lot/Strata no.

3. Identification of structure(s)

What structures are included in the application? i.e. Dwellings, carport, garage, pool, etc:

Is the application for whole or part of the nominated structure(s) (If part, describe which part of the structure):

Whole

Part

Description:

Does the application seek consideration for any unauthorised building work?

No

Yes (> 2yrs old)

Yes (< 2yrs old)

Describe the work::

OFFICE USE ONLY

Date received

Application fee (if applicable)

Receipt No.

4. Access arrangements

Contact Name

Telephone Number

5. Applicable fees and charges

Class 1 or Class 10 Buildings	- \$250.00
In the case of any other class:	
- Not exceeding 200 m2	- \$250.00
- Exceeding 200m2 but not exceeding 2,000 m2	- \$250 plus 50 cents per m2 over 200m2
- Exceeding 2,000m2	- \$1,165 plus 7.5 cents m2 over 2,000m2
In any case where the application relates to part of a building and that part consists of an external wall or does not otherwise have a floor area	- \$250.00
Reinspection	- \$90.00
Additional fees may be payable where Building Certificate relates to unauthorised works	- Refer to the Environmental Planning and Assessment Regulations 2000

To view the applicable fees and charges associated with this application please refer to Council's adopted fees and charges at www.coffsharbour.nsw.gov.au/fees

6. Privacy and personal information protection notice

- this information is required under the Environmental Planning and Assessment Act and Regulation to process your application;
- your application and any supporting documents will be made available to the public for inspection in accordance with Schedule 1 Section 4 of the Government Information (Public Access) Act;
- your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- your personal information can be accessed and corrected at any time by contacting this Council.

7. Property owner(s) consent and signature

As owner(s) of the above property, I/we consent to this application and grant permission for Council's Officers to enter the property for the purpose of assessment of the application.

Name of Property Owner(s)

Signature(s)

Date

Applicant's Signature/s

I declare that to the best of my knowledge all particulars supplied by me are correct and completed. I understand that inaccurate or false statements may cause my application to be delayed or rescinded.

Signature/s : **Date:**/...../.....

Signature/s : **Date:**/...../.....