



## Attachment

# Appointment of Principal Certifying Authority & Letter of Authorisation s109 Environmental Planning and Assessment Act 1979 and Regulation 2000

**Note: *A builder or other person who will be undertaking building work on the project cannot appoint the Principal Certifying Authority unless they are the owner of the property.*** As the person having the benefit of a development consent/complying development certificate for development involving building work, I hereby nominate and authorise Coffs Harbour City Council to act as the principal certifying authority and undertake relevant functions detailed hereunder with regard to the following development:

### 1. Subject Land

Unit/street no.

Street or property name

Suburb, town or locality

Postcode

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

### 2. Application

Application No.

Type of Building /  
Stage & No. of lots  
proposed

### 3. Functions

I/we agree to allow Council officers to undertake the following functions in order to discharge responsibilities in association with this appointment as the Principal Certifying Authority.

- Enter the property for the purposes of inspection and associated responsibilities relevant to Council's appointment as a Principal Certifying Authority.
- Undertake statutory functions to assess compliance with the development consent/complying development certificate.

### 4. Applicable fees and charges

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](http://www.coffsharbour.nsw.gov.au).

### 5. Owner's consent

**All owner(s) of the land being developed must sign the application.** It is the applicant's responsibility to clearly demonstrate that all owners have consented to the lodging of the application. Individual owners must sign and print their names. Where the owners are companies or involve a body corporate, sufficient detail demonstrating the authority of the person signing as/or on behalf of owner must accompany the application. If the applicant is not the owner of the land, a statement signed by the owner of the land to the effect that the owner consents to the making of the application is required.

Signature

Name

Date

Signature

Name

Date

- this information is required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- 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.

**6. 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: ...../...../.....