

To the General Manager, Coffs Harbour City Council

Missed Critical Stage Inspection – Class 1 and 10

Environmental Planning & Assessment Regulation 2000 Cl. 162C

Locked Bag 155, Coffs Harbour 2450

Administrative Centre, 2 Castle Street, Coffs Harbour

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

Website: www.coffsharbour.nsw.gov.au 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

After hours

Mobile

Email address

2. Details of the property

Unit/street no.

Street name

Suburb, town or locality

State

Postcode

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

3. 162C Critical Stage Inspection Unavoidably Missed

The following information must be provided where a critical stage inspection has been unavoidably missed prior to further works being undertaken and/or **prior to an Occupation Certificate being issued.**

NOTE: The Information provided is subject to Council review.

CC/CDC No.

Date CC/CDC issued:

Name of Principal Contractor / Owner:

Licence / Permit No:

Classification of building:

Description of Development:

4. Particulars of Inspection(s) Missed and Circumstances: Please tick inspection(s) missed

- After excavation for, and prior to the placement of any footings
- Prior to pouring in-situ reinforced concrete building elements
- Prior to covering of any framework for any floor, wall, roof or building element
- Prior to covering of waterproofing in any wet area
- Prior to covering any stormwater drainage connections
- In the case of a swimming pool, as soon as practicable after the barrier has been erected
- Other

Please specify below the circumstances why the inspection(s) were unavoidably missed or please tick the box if a letter has been attached specifying these circumstances:

- Refer to letter attached See below

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5. Documentary Evidence

What documentary evidence has been supplied to support the acceptability of the missed critical stage inspection (eg Structural Engineer's Certification, Photographs, Statutory Declarations etc)

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- See attached additional information

6. Discretion to issue of Occupation Certificate

In order to issue an Occupation Certificate the **Principal Certifying Authority** must be satisfied that the inspection was **unavoidably** missed, and that the work that would have been subject to the missed inspection is satisfactory. It is the total discretion of the Principal Certifying Authority in this regard. Where the Principal Certifying Authority considers the above criteria cannot be satisfied, an Occupation Certificate will not be issued and a Building Certificate application to Council may be required.

7. Privacy and personal information protection notice

- This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- your information may comprise part of a public register related to this purpose;
- 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.

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