

## Accompanying Documentation Checklist

**Note:** If the Unauthorised Development is incomplete, has caused the Building Classification to change, or has intensified the existing use at the premises then a separate Development Approval may be required (i.e Section 96, Development Application (DA) or Complying Development Certificate)

Description	Notes	Submitted	Checked
Identification Survey Report	Prepared by registered surveyor indicating all structures and setback		
Works as Executed (Built) Architectural Plans Note: Floor plans are to indicate the extent of unauthorised works	Full drawings of the building (1:100 scale/1:200) <ul style="list-style-type: none"> <li>• Site Plan</li> <li>• Floor Plan depicting unauthorised works</li> <li>• Elevations</li> <li>• Sections</li> </ul>		
Works as Executed (Built), Stormwater/drainage plans	Full drawings of the building (1:100 scale/1:200)		
A4 size notification plans	Site & Elevation plans reduced to A4 size for all unauthorised work		
Sydney Water Approval	Building plan assessment report from SydneyWater through TapIn		
Shadow diagram/profiles	9am, 12pm, and 2pm diagrams in winter solstice		
Certification confirming the structural elements, stormwater, health and amenity comply with BCA requirements	<ul style="list-style-type: none"> <li>• Structural engineers report for all structural elements</li> <li>• Termite management certification to AS3660</li> <li>• Wet area waterproofing certification to BCA and AS3740</li> <li>• Electrical certification to AS3000</li> <li>• Glazing certification to AS1288 and AS2043</li> <li>• Smoke alarm certification to BCA and AS3786</li> <li>• Building Code of Australia (BCA) Compliance Report/Audit by Level A1 Accredited Building Certifier (Generally for 'Habitable' Development only)</li> <li>• Other Certification maybe requested</li> </ul>		
State of Environmental Effects	Full description of the proposal and assessment against relevant LEP and DCP requirements, including a numerical compliance report/table		
BASIX Certificate	Energy and sustainable performance certificate – <a href="http://www.basix.nsw.gov.au">www.basix.nsw.gov.au</a>		
Aboriginal archaeological statement	For 'High' and 'Medium' sensitivity sites		
Contamination Report	If the site is potentially contaminated (eg asbestos, etc)		
Heritage impact statement	If the subject site is a heritage item or is in a conservation area		
Annual Fire Safety Statement (Class 2-9 buildings ONLY)	Details of propose and existing fire safety measures as required by BCA, including details and certification		
Traffic Report	If request by Council		
Flora Fauna Statement	If request by Council		
Flood/Hydraulic Report	If request by Council		

<b>Property details</b>			
Address:	Unit no:	<input type="text"/>	House no: <input type="text"/>
	Street:	<input type="text"/>	
	Suburb:	<input type="text"/>	Postcode: <input type="text"/>
Lot: <input type="text"/>	DP: <input type="text"/>	SP: <input type="text"/>	Sec: <input type="text"/>
<b>Building details – Description of building or Part requiring certificate</b>			
Note: If the Unauthorised Development is incomplete, has caused the Building Classification to change, or has intensified the existing use at the premises then separate Development Approval may be required (Section 4.55, Development Application (DA) or Complying Development Certificate)			
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	Floor area of building (m <sup>2</sup> ):	<input type="text"/>	
	Estimated Cost of Works:	\$ <input type="text"/>	
	Date works were completed:	<input type="text"/>	
<b>Applicant Declaration</b>			
<ul style="list-style-type: none"> <li>I /We hereby apply for Development Consent and/or a Construction Certificate to carry out the Development described below.</li> <li>I/We grant consent to Cumberland City Council for the release of any plan(s) and documents submitted in relation to this development application for the purposes of Council fulfilling its requirements under the Government Information (Public Access) Act 2009 to assist the progress of this Application,</li> <li>I/We agree to copies of correspondence being forwarded to the owner/s.</li> <li>I/We undertake to carry out that development/ activity in accordance with any approval granted by the Council and to conform to the provisions of the relevant act Act(s), Regulations, Codes, and Planning Instruments.</li> <li>I/We have declared any and all Political Donations and gifts in accordance with the Local Government and Planning Legislation Amendment (political Donations) Act 2008 (NSW).</li> <li>To ensure transparency in Councils decision making functions, any application which is made by council employee/Councillor and/or their immediate relative/s, will be referred to an independent consultant for assessment.</li> <li>I /We I declare that the application is complete. If the application is incomplete, the application may be delayed or rejected. Further information may be requested prior to commencement of assessment.</li> <li>I/ We understand that Cumberland City Council will use the submitted plans and documents for this application for the purpose of notification and advertisement. The materials will be available for public to inspect on Council's website and Council's Customer Service Area.</li> <li>•I/We also give consent for authorised Council officers to enter the land to carry out inspections, take photographs and take videos, surveys and measurements.</li> </ul>			
Applicants Name/s:	<input type="text"/>		
Signature/s:	<input type="text"/>		
Date:	<input type="text"/>		