

BC

APPLICATION FOR BUILDING CERTIFICATE

SECTION 149A – ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

**Site & Building
Details**

Unit, Shop or Suite: _____ Street No.: _____ Street: _____
Suburb: _____ Postcode: _____
Lot(s): _____
Deposited Plan(s): _____ Strata Plan: _____
Description of whole/part of building(s): _____
Floor Area of building or part: _____
Classification of Building: _____

**Applicant
Details**

*Please print clearly
and give all contact
details*

Title: Mr Mrs Miss Ms Other
Name: _____
Company Name: _____
Postal Address: _____
Postcode: _____
Phone (B): _____ (H): _____
Fax: _____ (M): _____
Email: _____

Owner Details

*Please print clearly
and give all contact
details*

Title: Mr Mrs Miss Ms Other
Name: _____
Company Name: _____
Postal Address: _____
Postcode: _____
Phone (B): _____ (H): _____
Fax: _____ (M): _____
Email: _____

**Reason for
Application**

*Access to property
can be obtained by
contacting:*

Purpose of Application

Sale of Property Unauthorised or illegal works

**Signature of
Applicant/s**

*Signature of all
applicants is to be
provided*

Signature of applicant/s

Date

**Owner/s
Consent**

*Council will not
accept this
application without
correct and complete
owner/s consent*

Signature of owner/s

Date

Survey Plan

- Either an original or copy of a survey certificate **MUST** accompany this application which shows the building or part, subject of the application. Note: The survey **MUST** be prepared by a surveyor registered under the Surveyors Act 1929.
- If there has been a material change to the building or part, a new survey certificate must be submitted.
- If an out of date survey certificate is submitted then an additional inspection fee of \$25 must be paid when the updated certificate is submitted
- If original survey certificate submitted do you want it returned YES/NO

Effect of the certificate

Strathfield Municipal Council certifies that, in relation to the building or part of the building identified above, the Council:

a) by virtue of anything existing or occurring before the date of the inspection stated in this certificate;

must not

- b) make an order under the *Environment Planning and Assessment Act 1979* or any other Act requiring the building to be repaired, demolished, altered, added to or rebuilt, by reason only of its design, appearance, form of construction or state of repair,
- c) take proceedings for the making of an order or injunction under the *Environmental Planning and Assessment Act 1979* or any other Act requiring the building to be repaired, demolished, altered, added to or rebuilt, by reason only of its design, appearance, form of construction or state of repair.
- d) take proceedings in relation to any encroachment by the building or part onto land vested in or under the control of council*

This certificate remains in force for 7 years from the date of this certificate

***The issue of a building certificate does not operate to prevent the Council or any other person:**

from making an order (or taking proceedings for the making of an order or injunction) requiring the building to be repaired, demolished, altered, added to or rebuilt, where the order is made only in relation to matters arising otherwise than by virtue of the deterioration of the building as a result of fair wear or tear, or from making an order No 6 in the Table to section 121B of the *Environmental planning and Assessment Act 1979*, or from taking proceedings against any person under section 125 of the *Environmental Planning and Assessment Act 1979* with respect to that person's failure:

- a) to obtain a development consent, or
- b) with respect to the erection of a building, to comply with the conditions of such a development consent.

Checklist (please tick (✓) box)

1. Is the application accompanied by a current survey of the property (if no changes past survey may be certified)?
 2. Is the form completed correctly?
 3. Are the details of the description of the building completed and the reasons for the application stated?
 4. For unauthorised or illegal works additional information has been lodged including:
 - (i) Works as executed plans and elevations showing changes from the original approval or illegal works highlighted and a corresponding schedule of changes has been provided.
 - (ii) A4 set of plans for notification purposes.
 - (iii) Other supporting documentation including covering letter explaining reason for application
 - (iv) Notification fee has been paid for illegal or unauthorised works requiring notification
 5. Number and person for access is provided
 6. Correct Fee is provided in accordance with the following table:
- * Fees as prescribed under the *Environmental Planning & Assessment Regulation 2000*
- * Charges for any second or subsequent inspection may be levied at the discretion of the Council (maximum inspection charge \$75)

Floor area of building or part	Fee
Not exceeding 200 square metres	\$210
Exceeding 200 square metres but not exceeding 2,000 square metres	\$210, plus an additional 42 cents per square metre over 200
Exceeding 2,000 square metres	\$966, plus an additional 6.3 cents per square metre over 2,000

Declaration under *Privacy & Personal Information Act 1998*

The personal details requested on this form are required under the *Environmental Planning & Assessment Act 1979* and will only be used in connection with the requirements of this legislation. Access to this information is available to the public in accordance with the *Local Government Act 1993* and *Freedom of Information Act 1989*. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council.

Instructions for applicants

- Lodging an application requires a completed application form, all the relevant information (refer to the appropriate checklist) and the payment of the required fee
- **Lodge in person** – Council's Customer Service Centre at 65 Homebush Road, Strathfield
- At lodgement this application will be checked to ensure the required information is provided
- You are invited to make an appointment with Council's Building Surveyors to lodge the application. Please telephone 9748 9999 and ask to be transferred to the Development Assessment Section to make the appointment
- Council's opening hours are 8.30am to 4.30pm Monday to Friday.
- **Lodge by mail** – mail to Strathfield Council, PO Box 120, Strathfield NSW 2135
- **Payment: By Mail** – cheque only. **In person** – cash, cheque, EFTPOS, credit card
- **Incomplete or illegible applications will not be accepted by Council and will be returned to you. Please thoroughly check your application before submission.**

Office use only

Application fee:	
Receipt No.:	
Date:	
Checked by (Print):	Signed: