

LN 150 193 2915



Warringah Council

# Application for a Complying Development Certificate

Issued under the Environmental Planning and Assessment Act 1979,  
(Sections 84 to 87 inclusive)

### Address the application to:

- The General Manager  
Warringah Council  
Civic Centre, 725 Pittwater Rd  
Dee Why NSW 2099
- Or**
- Customer Service Centre  
Warringah Council  
DX 9118 Dee Why

### If you need help lodging your application:

- Phone our Customer Service Centre on (02) 9942 2111 or come in and talk to us

### To lodge your application:

- Phone quality application checker on 9942 2749 to make an appointment

### Office Use Only

CDC2013/0171

MOD20

WLEP 2000 - Locality

WLEP 2011 - Zone

CODES SEPP

March 2013

**For applicable fees and charges, please refer to Council's website: [www.warringah.nsw.gov.au](http://www.warringah.nsw.gov.au) or contact our Customer Service Centre.**

## Privacy and Personal Information Protection Notice

The personal information requested in this form is required by or under the Environmental Planning and Assessment Act 1979 and will only be used by Warringah Council in connection with the requirements of that Act and any other relevantly applicable legislation relating to the subject-matter of this application. The information is being collected for the following purposes, namely, to enable us to (1) process and determine your application; (2) contact you in relation to your application should that be necessary; and (3) keep the public informed by making the application publicly accessible. If you do not provide the information, Council will not be able to process your application, and your application will be rejected.

Your application will be available to Councillors and Council Officers. Members of the public have certain rights of access to information and documents held by Council under the Government Information (Public Access) Act 2009 (GIPA), and under the Privacy and Personal Information Protection Act 1998 (NSW) to the extent permitted by those Acts.

Warringah Council is to be regarded as the agency that holds the information, which will be stored on Council's records management system or in archives and may be displayed on DAs Online (except as regards to personal particulars). You have a right to access information within the meaning of the Privacy and Personal Information Protection Act 1998 (NSW) on application to Council, and to have that information updated or corrected as necessary. Please contact Warringah Council if the information you have provided is incorrect or changes or if access is otherwise sought to the information. In addition, a person may request that any material that is available (or is to be made available) for public inspection by or under the Local Government Act 1993 (NSW) be prepared or amended so as to omit or remove any matter that would disclose or discloses the person's place of living if the person considers that the disclosure would place or places the personal safety of the person or of members of the person's family at risk. Any such request must be made to Council's General Manager: see s.739 of the Local Government Act 1993 (NSW).

### Complying Development

A Complying Development Certificate (CDC) or Modification of CDC is issued for works which MUST satisfy set criteria as outlined in the WLEP or SEPP (Exempt and Complying Development Codes) 2008. These certificates can be issued by Council or an independent Accredited Certifier. The onus is on the applicant to satisfy themselves that their proposal is one that is capable of being dealt with as complying development. If in doubt, the applicant should err on the side of caution and lodge a Development Application (DA).

An application for a CDC must be made in accordance with cl.126 and Part 2 to Schedule 1 of the EP&A Regulation 2000. The specific information required to be submitted are detailed in the checklist attached to this form.

**RECEIVED**  
**WARRINGAH COUNCIL**  
07 MAY 2013  
9:15 AM  
**RECORDS**

Warringah Council  
Received  
03 MAY 2013  
Signature .....

## PART 1 Application and Site Details cont

1.0 Application made pursuant to  CODES SEPP  WLEP 2000  WLEP 2011  
 SEPP (Infrastructure)  SEPP (Affordable Housing)

1.1 Land to be developed Unit no.  House no.  Street   
 We need this to correctly identify the land. Suburb   
 Lot no, DP etc.

These details are shown on your rate notices, property deeds, etc

1.2 Description of work Type  Housing and ancillary structure  Swimming pool  
 Business, office, shop  Industrial/Warehouse  
 Modification of Consent  
 Please describe briefly what you want approved by the Council, including signs, hours of operation, use, subdivision, demolition etc.  
  
 Number of new dwellings  Number of existing dwellings  Number of dwellings to be demolished

1.3 Estimated cost of work Estimated cost of work:   
 Must be signed  
 The estimated cost of development or contract price is subject to a check by Council before final acceptance.  
 Council reserves the right to seek justification of the estimated cost from the applicant or by an appropriately qualified person.  
  
 NAME (printed), signature of qualified person certifying value of work and qualifications

## PART 2 Development Details

### Operating details

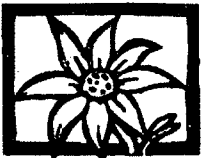
(if applicable)

Planning NSW use this information for statistical purposes.

	Existing	Proposed
Number of staff/employees	<input type="text" value="2"/>	<input type="text" value="2"/>
<b>Working hours:</b>		
Mondays	<input type="text" value="6am"/> to <input type="text" value="6pm"/>	<input type="text" value="6am"/> to <input type="text" value="6pm"/>
Tuesdays	<input type="text" value="6am"/> to <input type="text" value="6pm"/>	<input type="text" value="6am"/> to <input type="text" value="6pm"/>
Wednesdays	<input type="text" value="6am"/> to <input type="text" value="6pm"/>	<input type="text" value="6am"/> to <input type="text" value="6pm"/>
Thursdays	<input type="text" value="6am"/> to <input type="text" value="6pm"/>	<input type="text" value="6am"/> to <input type="text" value="6pm"/>
Fridays	<input type="text" value="6am"/> to <input type="text" value="6pm"/>	<input type="text" value="6am"/> to <input type="text" value="6pm"/>
Saturdays	<input type="text" value="6am"/> to <input type="text" value="6pm"/>	<input type="text" value="6am"/> to <input type="text" value="6pm"/>

### Parking and loading facilities:

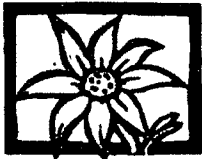
Number of parking spaces    
 Number of loading spaces



Warringah Council

# WLEP 2000/WLEP 2011 Complying Development Certificate Checklist

REQUIRED	SUPPLIED
<b>COMPLYING DEVELOPMENT APPLICATION / MODIFICATION FORM</b>	YES NO - WHY NOT
<input checked="" type="checkbox"/> Completed and signed	<input checked="" type="checkbox"/> <input type="checkbox"/>
<b>PLANS</b> (2 copies)	<input checked="" type="checkbox"/> <input type="checkbox"/>
<p>Plans include the site plan, floor plan, elevations and section. Plans must be drawn to scale (preferably 1:100 or 1:200) and the scale identified on each plan. Free hand, single line or illegible drawings will not be accepted.</p>	
<p>The following information should be included on all plans and documents:</p>	
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Applicant(s) name(s), block/house/shop/flat number, street/road name, town or locality</li> <li><input checked="" type="checkbox"/> Lot number, section number, DP number (Found on rate notice or land title)</li> <li><input checked="" type="checkbox"/> Measurements in metric</li> <li><input checked="" type="checkbox"/> The position of true north</li> <li><input checked="" type="checkbox"/> Building, or parts of building to be demolished to be indicated in outline</li> <li><input checked="" type="checkbox"/> Draftsman/Architect name and date</li> <li><input checked="" type="checkbox"/> BASIX undertakings (if applicable)</li> <li><input checked="" type="checkbox"/> Highlight in colour all proposed additions on the plans</li> </ul>	
<b>SURVEY PLAN</b> (2 copies)	<input checked="" type="checkbox"/> <input type="checkbox"/>
<p>Information should include:</p>	
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Plan to scale preferably 1:100 or 1:200</li> <li><input checked="" type="checkbox"/> Plan to show all existing structures</li> <li><input checked="" type="checkbox"/> Plan to show all trees greater than 5m in height and/or 3m in canopy spread. The exact location of any such tree, the relative level (RL) at its base and its height and canopy spread</li> <li><input checked="" type="checkbox"/> Location/position of all buildings/structures on adjoining land (showing street number and street address) and ridge heights of those buildings or structures at the boundary.</li> <li><input checked="" type="checkbox"/> Show the levels of the lowest floor, and of any yard or unbuilt on area belonging to that floor, and the levels of the adjacent ground</li> <li><input checked="" type="checkbox"/> Levels – contour and spot levels</li> <li><input checked="" type="checkbox"/> Easements and rights of way</li> </ul>	
<b>SITE PLAN</b> (2 copies)	<input checked="" type="checkbox"/> <input type="checkbox"/>
<p>A site plan is a birds-eye view of the existing and proposed development on the site and its position in relation to boundaries and neighbouring developments.</p>	
<p>A site plan should include:</p>	
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Drawings to scale preferably 1:100 or 1:200</li> <li><input checked="" type="checkbox"/> Location of the new and existing buildings in relation to site boundaries</li> <li><input checked="" type="checkbox"/> Location/position of all buildings/structures on adjoining land (showing street number and street address)</li> <li><input checked="" type="checkbox"/> Location of any existing and proposed fences and landscaping features such as swimming pool, retaining walls, paved areas and driveways</li> </ul>	



Warringah Council

# WLEP 2000/WLEP 2011 Complying Development Certificate Checklist

## REQUIRED cont

## SUPPLIED

YES NO - WHY NOT

### SITE PLAN (cont)

- Relative location of adjoining building
- Location of any adjoining owner window facing your development
- Existing stormwater drainage location. If stormwater run-off will increase show proposed drainage details
- Location of vehicle access and car parking (indicating extent of cut and fill and gradients)
- Locality boundaries if multiple localities apply
- Site fencing during construction

### Measurements including:

- Length, width and site area of land, both existing and proposed
- Width of road reserve
- Distance from external walls and outermost part of proposed building to all boundaries
- Approximate distance from proposed building to neighbouring buildings

### FLOOR PLAN (2 copies)

A floor plan is a birds-eye view of your existing and/or proposed layout of rooms within the development

Floor plans should include:

- Drawings to scale preferably 1:100 or 1:200
- Outline of existing building/development on site (shown dotted)
- Room names, areas and dimensions
- Window and door locations and sizes
- Floor levels and steps in floor levels. (RLs)
- Access for disabled (if in a new public building)
- Location of plumbing fixtures (where possible)
- Wall structure type and thickness

### ELEVATION PLAN (2 copies)

Elevation plans are a side on view of your proposal. Elevations of all four sides (north, south, east and west facing) of your development need to be included in your application.

Elevation plans should include:

- Drawings to scale preferably 1:100 or 1:200
- Outline of existing building/development on site (shown dotted)
- Location/position of all buildings/structures on adjoining land (showing street number and street address)
- Exterior cladding type and roofing material/colour
- Window sizes and location
- Stormwater drainage pipes (downpipes and gutter)
- Chimneys, flue exhaust vents, duct inlet or outlet
- Reduced levels (AHD) for ridge and floor.

### SECTION PLAN (2 copies)

A section is a diagram showing a cut through the development at the appropriate point.

Section plans should include:

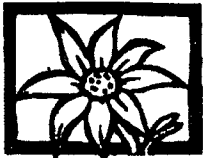
- Drawings to scale preferably 1:100 or 1:200
- Outline of existing building/development on site (shown dotted)



Warringah Council

## WLEP 2000/WLEP 2011 Complying Development Certificate Checklist

<b>REQUIRED cont</b>	<b>SUPPLIED</b>
<b>SECTION PLAN (cont)</b>	YES NO - WHY NOT
<ul style="list-style-type: none"> <li><input type="checkbox"/> Section names and where they are shown on plan (ie A/A B/B etc)</li> <li><input type="checkbox"/> Room names</li> <li><input type="checkbox"/> Room and window heights</li> <li><input type="checkbox"/> Details and chimneys, fireplaces and stoves</li> <li><input type="checkbox"/> Roof pitch and covering</li> <li><input type="checkbox"/> Site works, finished and proposed floor and ground levels in RLs (indicate cut, fill and access grades)</li> </ul>	<div style="display: flex; justify-content: space-between; width: 100%;"> <span><input checked="" type="checkbox"/></span> <span><input type="checkbox"/></span> </div>
<p><b>SPECIFICATIONS (2 copies)</b> A specification is a written statement that should include as a minimum:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The construction of the building to specific BCA standards and materials to be used</li> <li><input type="checkbox"/> Type and colour of external finishes</li> <li><input type="checkbox"/> Whether the materials will be new or second-hand, and if second-hand materials are to be used, particulars</li> <li><input type="checkbox"/> The method of drainage, effluent disposal and provision of water supply</li> <li><input type="checkbox"/> Any other details relevant to the construction of the building</li> </ul>	<div style="display: flex; justify-content: space-between; width: 100%;"> <span><input checked="" type="checkbox"/></span> <span><input type="checkbox"/></span> </div>
<p><b>ADVERTISING STRUCTURE/SIGN (2 copies)</b> If you are planning to erect an advertising structure or sign you will need to supply the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Details of the structure, materials to be used and how it will be fixed to the building</li> <li><input type="checkbox"/> Its size, colours, lettering and overall design</li> <li><input type="checkbox"/> The proposed location shown on a scale plan and building elevation</li> <li><input type="checkbox"/> The amount and extent of light spill</li> </ul>	<div style="display: flex; justify-content: space-between; width: 100%;"> <span><input type="checkbox"/></span> <span><input checked="" type="checkbox"/></span> </div>
<p><b>BASIX CERTIFICATE (2 copies)</b> Applicants can generate the BASIX Certificate only on the NSW Department of Planning's BASIX website: <a href="http://www.basix.nsw.gov.au">www.basix.nsw.gov.au</a>. For more information, phone the BASIX Help Line on 1300 650 908. <b>Council cannot accept applications without this certificate (where it is applicable)</b></p>	<div style="display: flex; justify-content: space-between; width: 100%;"> <span><input type="checkbox"/></span> <span><input checked="" type="checkbox"/></span> </div>
<p><b>PLAN STAMPED BY SYDNEY WATER CORPORATION (Not required for internal alterations and demolition)</b> Indicating compliance with 'building over sewer' requirements</p>	<div style="display: flex; justify-content: space-between; width: 100%;"> <span><input type="checkbox"/></span> <span><input checked="" type="checkbox"/></span> </div>
<p><b>FIRE SAFETY STATEMENT (2 copies)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Proposed alterations to existing building (BCA Classes 2 to 9) are to be accompanied by a statement from an accredited person detailing what, if any, works are required to bring the building up to an acceptable standard of fire safety.</li> <li><input type="checkbox"/> A fire safety measures schedule listing all existing and those proposed to be installed in the building.</li> <li><input type="checkbox"/> In addition to the above; If the development involves a change of use of a building (other than a dwelling-house or a building or structure that is ancillary to a dwelling-house):             <ul style="list-style-type: none"> <li><input type="checkbox"/> A list of Category 1 fire safety provisions (as defined in the EP and A Regulations) that currently apply to the existing building, and</li> <li><input type="checkbox"/> A list of the Category 1 fire safety provisions that are to apply to the building following its change of use.</li> </ul> </li> </ul>	<div style="display: flex; justify-content: space-between; width: 100%;"> <span><input checked="" type="checkbox"/></span> <span><input type="checkbox"/></span> </div>



Warringah Council

# WLEP 2000/WLEP 2011 Complying Development Certificate Checklist

## REQUIRED cont

## SUPPLIED

### HOME BUILDING ACT REQUIREMENTS (2 copies)

In the case of an application for a complying development certificate for residential building work (within the meaning of the Home Building Act 1989) attach the following:

- in the case of work by a licensee under the Act:
  - a statement detailing the licensee's name and contractor licence number, and
  - documentary evidence that the licensee has complied with the applicable requirements of the Act, or
- in the case of work done by another person:
  - a statement detailing the person's name and owner-builder permit number, or
  - a declaration signed by the owner of the land, to the effect that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in section 29 of the Act.

A certificate purporting to be issued by an approved insurer under Part 6 of the Home Building Act 1989 to the effect that a person is the holder of an insurance contract issued for the purposes of that Part, is sufficient evidence that the person has complied with the requirements of that Part.

### TREE APPROVAL

Has approval been obtained for the removal of trees or cutting of the foliage or tree roots (including neighbours trees) covered under Council's Tree Preservation Order? Please quote DA (Tree) approval number \_\_\_\_\_. If you tick No, you will be required to lodge a DA (Tree) accompanied by building plans.

### COST SUMMARY REPORT

Required for works of \$100,000 or greater

Go to [www.warringah.nsw.gov.au](http://www.warringah.nsw.gov.au) 'Planning and Development - Online forms'

YES NO - WHY NOT

Customer service officer accepting application.

Office Use Only

**SIGNATURE**



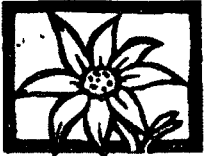
Warringah Council

# CODES SEPP Complying Development Certificate Checklist

GENERAL REQUIREMENTS	SUPPLIED
<p><b>A completed application form signed by ALL of the Property Owners:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The payment of all associated fees.</li> <li><input checked="" type="checkbox"/> Evidence of your Home Building Insurance and/or a copy of your Owner Builders Permit.</li> <li><input checked="" type="checkbox"/> Evidence of Road Opening Permit (if required).</li> <li><input checked="" type="checkbox"/> Deposited plan showing drainage easements.</li> <li><input checked="" type="checkbox"/> Plans must be marked or coloured to distinguish new work from existing.</li> <li><input checked="" type="checkbox"/> Survey showing all items on site, boundary dimensions lot size, easements, adjoining properties within 9m.</li> </ul>	<p>YES NO - WHY NOT</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>
<p><b>PLAN SUBMISSION REQUIREMENTS</b></p> <p>2 sets of plans which must include a site plan, floor plans, elevations and sections.</p> <p>The following information must be included on all plans and documents:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Applicant's Name, Block/House/Shop/Flat Number, Street/Road Name, Town or Locality.</li> <li><input checked="" type="checkbox"/> Lot Number, DP Number, Section Number.</li> <li><input checked="" type="checkbox"/> Measurements in Millimetres.</li> <li><input checked="" type="checkbox"/> True North.</li> <li><input checked="" type="checkbox"/> Items to be demolished are to be indicated in outline.</li> <li><input checked="" type="checkbox"/> Trees to be removed are to be indicated in outline.</li> </ul>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p>
<p><b>A site plan must include:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Drawings to scale, preferably 1:200.</li> <li><input checked="" type="checkbox"/> Location of the new and existing buildings in relation to all site boundaries.</li> <li><input checked="" type="checkbox"/> Location of any existing and proposed fences and landscaping feature such as swimming pool, retaining walls, paved area and driveways.</li> <li><input checked="" type="checkbox"/> Location of topographical features, i.e. trees, water courses, slopes/ridges, rock outcrops.</li> <li><input checked="" type="checkbox"/> Any encumbrances on the land such as easements.</li> <li><input checked="" type="checkbox"/> Existing and proposed drainage details.</li> <li><input checked="" type="checkbox"/> Length, width and site area of the property (survey).</li> <li><input checked="" type="checkbox"/> Distance from outer most part of proposed buildings to all boundaries.</li> <li><input checked="" type="checkbox"/> Location of any trees to be removed (Note: a separate application may need to be lodged for any tree located within a specified distance from the proposed building check with your local Council or certifier).</li> <li><input checked="" type="checkbox"/> Landscape calculations including areas and dimensions used in calculating landscape.</li> </ul>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p>
<p><b>A floor plan must include:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Drawings to scale, preferably 1:100.</li> <li><input checked="" type="checkbox"/> Room names, areas and dimensions (both internal and external).</li> <li><input checked="" type="checkbox"/> Window levels and any steps in floor level.</li> <li><input checked="" type="checkbox"/> Location of cupboards and other fixtures.</li> <li><input checked="" type="checkbox"/> Wall structure type and thickness.</li> <li><input checked="" type="checkbox"/> Private Open Space location, levels and size</li> </ul>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p>







Warringah Council

# CODES SEPP Complying Development Certificate Checklist

## GENERAL REQUIREMENTS cont

## SUPPLIED

### Engineering details prepared by a professional engineer:

- Reinforced concrete floor slab on ground.
- Reinforced concrete footings.
- Suspended reinforced concrete slabs.
- Reinforced concrete columns.
- Pier and Beam Footings.
- Retaining Walls.
- Steel Beams.
- Timber Beams.
- Structural Steelwork.
- Any other structural component not specified in a span table within a document adopted by the Building Code of Australia.
- In relation to prefabricated truss details the following information shall be submitted:
  - Design Wind Velocity
  - Roof Pitch
  - Material of Roof
  - Material of Ceiling
- A statement by the applicant/builder on the plans that the trusses are to be designed and manufactured by a nominated truss manufacturing company and nomination of the computer design truss program.
- Details and location of the proposed smoke detection system complying with Part 3.7.2.2 of the BCA.
- A sanitary drainage plan layout complying with AS3500 showing pipe location, nominal sizes and connection to Council's sewer main.
- A stormwater drainage plan layout complying with AS 3500 showing pipe location nominal sizes and connection to the proposed stormwater drainage system.
- A window schedule indicating compliance with Parts 3.6 and 3.8 of the BCA.
- Details of the driveway gradient and access showing compliance with any relevant Council policy or AS 2890.
- Details of the design and construction of the stairs including riser and going dimensions showing compliance with Part 3.9.1 of Volume 1A of the BCA.
- Details of balustrade construction in accordance with Part 3.9.2 of Volume 1A of the BCA.
- Details of the proposed method of protecting public places during the course of building or demolition work.

YES NO - WHY NOT

### BUSHFIRE HAZARD ASSESSMENT REPORT

A Bushfire Hazard Assessment Report is required to be submitted with all applications on Bushfire Prone Land.

The report is to be prepared by a person with appropriate qualifications in Bushfire Protection (or equivalent) and shall address how the development and the site responds to the requirements of Planning for Bushfire Protection (most recent version) including requirements for construction. See [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au) or further details.