



PITTWATER COUNCIL

Notification of Commencement & Principal Certifying Authority Service Agreement – Subdivision (Land/Community Title) under Environmental Planning and Assessment Act 1979 sections 81A (4) and 109E

About this form

- Use this form to appoint Pittwater Council as the Principal Certifying Authority (PCA) to carry out nominated inspections of the subdivision works and to issue the required Subdivision Certificate.
- This form must be completed and submitted to Pittwater Council a minimum of two (2) days prior to the commencement of works.

Who can complete this form?

- The owner of the property or the person having the benefit of the development consent.
Note: This form must be completed by the owner of the property and provided to Council for specification of inspections and final certification requirements.

Applicant's Checklist

- Read this document ☐ yes
- Complete pages 2 & 3 and sign on page 9 ☐ yes
- Return the full 9 page completed document to Council ☐ yes

Payment of fees

- Critical Stage Inspection fees (refer to Part 6d of this form) must be paid at the time of booking the inspection.
- Issue of Final Subdivision Certificate fee (refer to Part 6d of this form), must be paid prior to release of the Subdivision Certificate to the applicant.

Pittwater Council

Tel: (612) 9970 1111

Fax: (612) 9970 1200

Mona Vale Customer Service

Village Park, 1 Park Street
MONA VALE NSW 2103

Avalon Customer Service

59A Old Barrenjoey Road
AVALON NSW 2108

Mailing Address

PO Box 882
MONA VALE NSW 1660

Customer Service – On receipt of this application please call the Compliance Administration Team

1. DEVELOPMENT INFORMATION

1a) DEVELOPMENT CONSENT

Development Application No: N0085/11/S96/3	Determination Date: 9 January 2014
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1b) CONSTRUCTION CERTIFICATE

Construction Certificate No: 13115	Date of Issue: 11/07/2014
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1c) DEVELOPMENT DETAILS

Type of Work: <input checked="" type="checkbox"/> Land Subdivision <input type="checkbox"/> Community Title Subdivision	Brief description of development: Townhouse Subdivision
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1d) SITE DETAILS

Unit/Suite:	Street No: 23B	Street: Macpherson Street
Suburb: WARRIEWOOD	Lot No: 11	Deposit /Strata Plan: Sec 'C' DP 5464

1e) VALUE OF PROPOSED DEVELOPMENT

Estimated value of proposed works: \$ 2,050,000 -

1f) DATE WORK IS TO COMMENCE

Minimum notice of two (2) days is required to be given prior to commencement of works.
Date of commencement: WED 16-07-14

2. APPLICANT DETAILS

Note: This form must be completed by the owner of the property.

Name (owner): WARRIWOOD PROPERTIES PTY LTD (CONTACT: PAUL ALLINSON)	
Postal Address: LEVEL 1, 4 PONDEROSA PARADE WARRIWOOD NSW 2102	Phone (H/B): (02) 9999 6494 Mobile: 0411 874 319 Email: paulall123@gmail.com Fax: (02) 9999 6486

3. PRINCIPAL CERTIFYING AUTHORITY

PITTWATER COUNCIL

PO Box 882
Mona Vale NSW 1660

Ph: 9970 1111
Fax: 9970 1200

4. COMPLIANCE WITH DEVELOPMENT CONSENT

Have all conditions to be addressed prior to the commencement of works been satisfied?



YES



NO (see Note below)

Note: If **NO** work must not commence.

Please be aware that failure to address these conditions may leave you liable and in Breach of the Environmental Planning and Assessment Act 1979 (as amended). Penalties may include an on-the-spot fine and/or legal action.

If you are uncertain as to these requirements please contact Council's Development Compliance Group.

5. WHO WILL BE DOING THE SUBDIVISION WORKS?

Name of Site Supervisor/Principal Contractor:

SIMMONS CIVIL CONTRACTING PTY LTD

Contact person: MARC JAMIESON

Address:

PO BOX 773
ST IVES NSW 2075

Phone: (02) 9144 4020

Mobile: 0413 432 213

Fax: (02) 9144 2659

6. RESPONSIBILITIES OF THE PRINCIPAL CERTIFYING AUTHORITY (PCA)

6a) Quality of Service:

Pittwater Council will carry out PCA and inspection services in a professional manner and in accordance with the requirements of the Environmental Planning & Assessment Act 1979 and Council's Code of Conduct.

6b) Site Signage:

Pittwater Council will erect a sign on the site to advise the general public of the contact details of the PCA. The sign will be erected during the Commencement Inspection, on Council's acceptance of appointment as PCA.

6c) Inspections:

Pittwater Council officers will undertake Inspections of the work during construction and prior to issuing the Subdivision Certificate to ascertain compliance of specified stages of construction with the Development Consent, Construction Certificate and relevant standards of construction.

It is a requirement of this agreement that an Part 4A Compliance Certificate prepared by an Accredited Certifier – (B1 Subdivision Certification) is to be provided to Council as part of the application for the Subdivision Certificate. In this regard, further inspections maybe required by the Accredited Certifier and you should consult that individual prior to commencement of works.

The following stages of Subdivision works construction are required to be inspected by Council (as indicated by a ✓ in the right hand column).

Note: Council will complete this section of the form.

Office Use Only	Inspections	✓
	Commencement inspection	✓
	Final inspection	✓
	Additional inspections during the course of the works	
	NIL	

6d) Inspection fees:

An inspection fee is required for each inspection identified in Part 6c of this form. A separate inspection fee is required for each Inspection. Should works be either incomplete or incorrect at the time of inspection a further separate reinspection fee will be required.

Each inspection fee must be paid at the time of requesting the inspection.

Fee Scale current to 30 June 2015

Critical Stage or other Inspection and re-inspections, including Final inspection \$280

Issue of Subdivision Certificate

Processing Fees		
Total Number of New Lots	Fee	
2	\$2,350.00	
3	\$2,950.00	
4	\$3,550.00	
5	\$4,150.00	
6	\$4,700.00	
7	\$5,300.00	
8	\$5,950.00	
9	\$6,350.00	
10 or more	\$6,150 plus \$330.00 per additional lot	
Consolidation or Boundary Adjustments	\$600.00	

Please note that a failure to give correct notification of required inspections may result in the issuing of a Penalty Infringement Notice (PIN or on-the-spot fine) and/or a Notice and Order by Council and may result in refusal to issue a Subdivision Certificate.

6e) Inspection Results:

Pittwater Council will provide written confirmation to the applicant of the inspection results and indicate if satisfactory or if additional works are required prior to reinspection.

7. RESPONSIBILITIES OF THE APPLICANT

7a) Inspections:

A minimum of forty-eight (48) hours notice (excluding weekends and public holidays) must be given to Council to enable the specified stages of construction to be inspected as identified in Item 6(c) of this agreement.

Should an inspection be missed, the applicant must advise Council in writing (as soon as practicable after the event) of that fact, the circumstances causing the inspection to be missed and supporting documentation for Council's consideration. In such cases, the inspection fee, which would normally have been required, must still be paid.

The applicant must ensure that the Site Supervisor/Principal Contractor is advised of the required inspections and that the directions of Council's Officers are to be observed to ensure compliance with the Development Consent, Construction Certificate, Building Code of Australia and the terms of this agreement.

7b) Booking of Inspections:

The applicant shall request an inspection via Pittwater Council's Inspection Booking Hotline on **9970 1300**. A minimum of forty-eight (48) hours notice must be provided to Council to arrange for completion of the inspection.

At the time of requesting the inspection, Pittwater Council will confirm an inspection time and day, name of inspecting officer and mobile contact number.

Subdivision works must **not** proceed to the subsequent stages of construction prior to obtaining a satisfactory inspection from Council for each stage of construction specified in Item 6d of this agreement.

7c) Site Signage:

The applicant is responsible to maintain the PCA signage provided by Pittwater Council at the site until the work is completed.

The applicant is responsible to ensure that the Site Supervisor/Principal Contractor provide a rigid durable sign at the site, visible from the public place and maintained at the site until the work is completed. Such a sign shall display: (a) the name, address and telephone number of the Site Supervisor; (b) an after-hours emergency telephone number for the Principal Contractor and (c) stating "Unauthorised Entry to the Site is Prohibited".

7d) Compliance with the Development Consent and Construction Certificate:

All works must be carried out in accordance with the terms and conditions of Council's Development Consent and the Construction Certificate and relevant provisions of the Building Code of Australia and Environmental Planning and Assessment Act 1979.

Development Consent and a Construction Certificate must be obtained for any amendments or variations to the development, prior to the commencement of the amendment or variation.

Works not in accordance with the Development Consent and Construction Certificate may result in the refusal to issue a Subdivision Certificate. Council may also serve a Notice and Order to comply with the approval and/or the institution of legal proceedings.

7e) Certification of Works:

The following information, documents and certifications are to be provided at the completion of Subdivision works as part of the application for a Subdivision Certificate as indicated by a ✓ in the right-hand column in a single package of documents.

Note: Council will complete this section of the form.

Office Use Only	1) A Compliance Certificate issued by an Accredited Certifier – B1 Subdivision Certification – certifying that all Subdivision works required to be carried out pursuant to the Development Consent have been completed in accordance with the Development Consent Conditions and associated Construction Certificate. The Certificate is to include the schedule of inspections and inspections reports carried out by the accredited certifier and copies of all specialist reports and certifications relied upon.	✓
	2) Evidence of the payment of the Section 94 Contribution.	Completed
	3) A copy of the relevant Section 73 Compliance Certificate issued under the provisions of the Sydney Water Act, 1994.	✓
	4) Seven (7) copies of the Subdivision Plans (original plus 6 copies).	✓

Office Use Only	<p>5) A works-as-executed plan for all structures or facilities which will be dedicated to Council or which are located within drainage easements or which will require ongoing maintenance by Council.</p> <p>The plans are to be in paper and electronic format (dwg or dxf file) and comprise at least the following: -</p> <ul style="list-style-type: none"> - Boundary layout; - Kerb and gutter, road pavement, footpaths, traffic devices, retaining walls; - Signage (including type and wording), line marking; - Easements, survey numbers and marks, reduced levels and co-ordinates; - Stormwater drainage, pipe sizes and types, pit sizes and types, subsoil drains; - Water quality devices, ponds, creek line corridors, parkland, play equipment; - Significant landscaping. 	✓
	<p>6) Evidence of a security deposit being made of a value to be determined by Council to ensure rectification of any defects during the maintenance period. A maintenance period is to apply to all works to be dedicated to Council or which will require ongoing maintenance by Council. The maintenance period will apply for six (6) months after the issue of the Subdivision Certificate. In that period the applicant will be liable for any part of the works which fail to perform in the manner required by the relevant certifications, or as would be reasonable expected under the design conditions.</p>	✓
	<p>7) A Certification by an experienced civil engineer who is NPER accredited by the Institution of Engineers Australia, that all roads, drainage and other civil engineering works relating to the development site have been carried out and completed in accordance with the engineering plans and specifications required by the Conditions of Development Consent.</p>	✓
	<p>8) A Certificate by a qualified Engineer or Architect confirming that all driveways have been constructed in accordance with the approved plans.</p>	✓
	<p>9) Council's written approval that all restorations to all damaged public infrastructure caused as a result of the development, have been completed to Council's satisfaction.</p>	✓
	<p>10) Other (as specified)</p>	N/A.

Office Use Only	11) Other (as specified)	N/A
	12) Other (as specified)	N/A -

7f) Subdivision Certificate:

A Subdivision Certificate must be obtained from the PCA to facilitate registration of the Plan of Subdivision.

Only the Principal Certifying Authority (Pittwater Council) can issue the Subdivision Certificate.

7g) Miscellaneous requirements:

The applicant is required to ensure that valid public liability insurance cover to the value of \$10,000,000 (minimum) is held by the applicant or Site Supervisor/Principal Contractor.

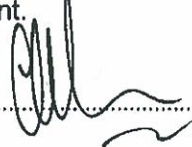
The applicant is required to notify Council, in writing, of any change in the details or address of the applicant or Site Supervisor/Principal Contractor.

Pittwater Council may cancel the agreement if there is a breach of the agreement.

8. YOUR SIGNATURE

I accept the terms and conditions of this service agreement, including the associated payment of fees and appoint Pittwater Council as the Principal Certifying Authority for the subject development.

Signature:



Date:

14/07/14

9. COUNCIL'S AGREEMENT TO APPOINTMENT

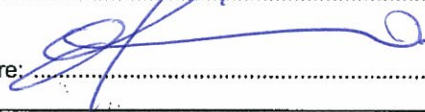
The relevant details in Parts 6d & 7e of this agreement have been completed, and I acknowledge the appointment of Pittwater Council as the Principal Certifying Authority.

Officer's name:

Darren Greenow

on behalf of Pittwater Council

Officer's signature:



Date:

18 July 2014

PRIVACY AND PERSONAL INFORMATION PROTECTION NOTICE

Purpose of collection:	To enable Council to act as the Principal Certifying Authority for the development.
Intended recipients:	Pittwater Council staff
Supply:	The information is required by legislation
Consequence of Non-provision:	Your application may not be accepted, not processed or rejected for lack of information
Storage:	Pittwater Council will store details of this form in a register that can be viewed by the public.
Retention period:	Hard copies will be destroyed after 7 years and electronic records will be kept indefinitely.
Please contact Council if this information you have provided is incorrect or changes.	