



Shop 2 1112-1116
Barrenjoey Road
Palm Beach NSW 2108

P: 0419 299 000
PO BOX 915
Newport NSW 2106
m.capeleris@gmail.com

Pittwater Council
PO BOX 882
Mona Vale NSW 1660

Dear Development Compliance Department

RE: Complying Development Certificate - CDC0158/12

Property: Shop 2, 1112-1116 Barrenjoey Road, Palm Beach

Notification of Commencement and Principle Certifying Authority Service Agreement

This is a statement in regards to the property mentioned.

As discussed prior with Development Compliance Officer Andrew Caponas that there will be no structural changes or demolition of any kind to the premises.

The only work done will be installing more power points and replacing hand basin as well as minimal painting.

Mona Capeleris

A handwritten signature in black ink, appearing to read "Mona Capeleris".

29 November 2012

This form is valid from
1 July 2012 to 30 June 2013

EPC126



PITTWATER COUNCIL

Notification of Commencement & Principal Certifying Authority Service Agreement

under Environmental Planning and Assessment Act 1979
section 86 (1) and (2)

COMPLYING DEVELOPMENT CERTIFICATE

About this form

- Use this form to appoint Pittwater Council as the Principal Certifying Authority (PCA) to carry out nominated inspections of the building / subdivision works and to issue the required Occupation Certificate
- This form must be 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 Complying Development consent
Note: The builder or other contractor cannot complete this form unless they are also the owner of the property.

Applicant's Checklist

- Read this document
- Complete pages 1, 2 & 3 and sign on page 8
- Attach a copy of Owner Builder Permit or Home Owner Warranty Insurance Certificate.
- Return the full 9 page, completed document to Council



Payment of fees

- Critical Stage Inspection fees (refer to Part 6e of this form) must be paid at the time of booking the inspection.
- Issue of Interim/Final Occupation Certificate fee (refer to Part 6e of this form), must be paid prior to release of the 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 – Upon receipt of this form please call the EC Administration Team

This form is valid from
1 July 2012 to 30 June 2013

1. DEVELOPMENT INFORMATION

1a) COMPLYING DEVELOPMENT CERTIFICATE

Complying Development Certificate No: CDC0158/12	Determination Date: 22 November 2012
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1b) DEVELOPMENT DETAILS

Type of Work: <input type="checkbox"/> New Building <input type="checkbox"/> Additions / Alterations <input type="checkbox"/> Subdivision	Brief description of development: Shop fitout/ change of use
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1c) SITE DETAILS

Shop: 2	Street No: 1112-1116	Street: Barrenjoey Road
Suburb: PALM BEACH NSW 2108	Lot No: 21	Deposit /Strata Plan: 571298

1d) VALUE OF PROPOSED DEVELOPMENT

Estimated value of proposed works: \$ 5000.00

1e) DATE WORK IS TO COMMENCE

Minimum notice of two (2) days is required to be given prior to commencement of works.
Date of commencement: 6.12.12

2. APPLICANT DETAILS

Note: The builder or other contractor cannot complete this form unless they are also the owner of the property.

Name (owner): Mona Capeleris	
Postal Address: PO Box 915 NEWPORT 2106	Phone (H/B): 9974 5817 Mobile: 0419299000 Email: m.capeleris@gmail.com Fax:

3. PRINCIPAL CERTIFYING AUTHORITY

PITTWATER COUNCIL	
PO Box 882 Mona Vale NSW 1660	Ph: 9970 1111 Fax: 9970 1200

4. COMPLIANCE WITH COMPLYING 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 BUILDING WORKS?

Owner Builder
Owner Builders Permit No: *N/A - No structural changes made*

Copy of Owner Builders permit attached: YES

If you are an Owner-Builder for the residential building work exceeding \$5000 you must apply for a permit at NSW Office of Fair Trading, 1 Fizzwilliam Street, Parramatta NSW 2150 Australia. Tel: 61 2 99968111 Fax: 61 2 9995 0222.

OR

Licensed Builder
Builder's License Number

Name of Builder:	Phone:
Contact person:	Mobile:
Address:	Fax:

Insurance Company:

Insurance Certificate attached:

Yes

No - statement attached & signed by each owner of the property that the reasonable market cost of the labour & materials to be used is less than \$20,000.

If you are using a licensed builder for residential building work exceeding \$20,000 you must obtain Home Building Act insurance. A certificate of insurance must be provided with this application.

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T-977

61-2-99189027

Pittwater Council

29-11-'12 15:46 FROM-

6. RESPONSIBILITIES OF THE PRINCIPAL CERTIFYING AUTHORITY (PCA)

6a) Quality of Services:

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 the Critical Stage Inspections of the work during construction and prior to issuing an Occupation Certificate to ascertain compliance of specified stages of construction with the Complying Development Certificate, Building Code of Australia & relevant standards of construction. On appointment as the PCA, Pittwater Council will notify the applicant in writing of the Critical Stage & other inspections.

6c) Critical Stage and other inspections:

The following stages of construction are required to be inspected by Council (as indicated by a ✓ in the relevant box).

Note: Council's Development Compliance Officer will complete this section of the form.

Office Use Only

- Footing Inspection (prior to placement of concrete)
- Slab and other Steel Inspection (prior to placement of concrete)
- Frame Inspection (prior to fixing floor, wall & ceiling linings)
- Wet Area Waterproofing Inspection (prior to covering)
- Stormwater Inspection (prior to backfilling of trenches)
- Swimming Pool Safety Fence Inspection (prior to placement of water)
- Final Inspection (all works completed and prior to occupation of the building)

Office Use Only

Note: Should the building works be completed in parts & not all aspects of a Critical Stage inspection be ready, additional inspections maybe required — with a further inspection fee payable.

Eg: If two slabs are prepared at separate times, two separate inspection bookings and fees are required.

6c) Critical Stage and other inspection fees:

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

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29-11-12 15:46 FROM-

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7g) Occupation Certificate:

A Final Occupation Certificate must be obtained from the PCA prior to the occupation or use of a new building (or part of a building) or prior to the change of an existing building use/classification. An inspection fee is to be paid to the PCA in accordance with the fee scale in Part 6e of this agreement.

An application may be made to the PCA for an *Interim* Occupation Certificate, which will be considered in accordance with the provisions of the Environmental Planning and Assessment Act 1979 and conditions of development consent.

Only the Principal Certifying Authority can issue an Occupation Certificate and the Environmental Planning and Assessment Act 1979 contains penalty provisions for failing to obtain a required Occupation Certificate.

An application for an *Interim* or *Final* Occupation Certificate must be accompanied by a final or interim fire safety certificates as required by the EP&A Regulations, Clauses 80E or 80F for buildings other than Class 1 and 10.

7h) 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 and/or builder.

The applicant is required to notify Council, in writing, of any change in the details or address of the applicant or head 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: 29.11.12

9. **COUNCIL'S AGREEMENT TO APPOINTMENT**

The relevant details in Parts 6c, 7e & 7f of this agreement have been completed, Home Owners Warranty Insurance Certificate or Owner/Builder's Permit or Statement has been provided where necessary and I acknowledge the appointment of Pittwater Council as the Principal Certifying Authority.

Officer's name: on behalf of Pittwater Council

Officer's signature: Date:

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.	

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