



APPLICATION FOR COMPLYING DEVELOPMENT CERTIFICATE

Environmental Planning and Assessment Act, 1979 – Sec 85,85A

File No: Property No: Date Rec:

Please specify under which environmental planning instrument you are making this application for a Complying Development Certificate:
 State Environmental Planning Policy (Exempt & Complying Codes) 2008; or
 State Environmental Planning Policy No 60 – Exempt and Complying Development

1. Person completing this form - name & address details, etc

Applicant's Name:
Postal Address:
Post Code:

Your reply will be posted to the above address

Phone: Company Contact Person
Mobile:
Fax:

2. Location of the land to be developed and the title description of the property

Unit No: House No: Street:
Locality: Site Area m²:
Lot(s): Section: Deposited Plan(s):
Other: Strata Plan:
Zoning:

The above information is available from your rate notice, property deeds, or from Council's property maps

3. Proposed Complying Development Type

DEVELOPMENT TYPE
 Use of land/building
 Subdivision of land/building
 Erection of Temporary Building
 Erection of a building
 Carrying out of work
 Demolition
 Other

Description:
.....
.....
.....

Estimated Cost of Development/ Value of work:

7. Owner's consent

Must be completed by the owner of the land. If more than one owner, every owner must sign.

If the owner is a company or strata title body corporate, the application must be signed by a director or an authorised person & delegated under common seal.

Owner's Name:

Phone No.	Post Code

Owner's Address:

As the owner/s of the land to which this application relates, I/we consent to this application. I also give consent for authorised Council officers to enter the land to carry out inspections.

Signature(s):

	Date
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If you are signing on the owner's behalf as the owner's legal representative, please state the nature of your legal authority and attach documentary evidence.

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8. Your Declaration

I apply for consent to carry out the development described in this application. I declare that all the information given is true and correct. I also understand that:

- ◆ If incomplete, the application may be delayed, rejected or more information may be requested.

Signature:

	Date
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9. How to lodge your application

Applications should be addressed to:

The General Manager
Maitland City Council

Mail: PO Box 220
MAITLAND NSW 2320

Document Exchange:
DX 21613 Maitland

Personal Delivery:
Administration Building
285-287 High Street
MAITLAND

If you wish to discuss a proposal with one of our professional officers, it is essential that you arrange an appointment. We recommend that you consult with a Council officer before submitting this application.

How to Contact Us:

Phone: 02 49 349700

Fax: 02 49 348469

FEES – Office use only
CONSTRUCTION

COMPLIANCE CERT.

LONG SERVICE

ABN No. 11596310805

APPLICATION CHECK LIST

1. Complying Development Checklist	Have you completed and included the Complying Development Checklist with this Application	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. Location plan of the land	Your supporting plans must include all the required details: <ul style="list-style-type: none"> • Location of proposed new buildings or works (including extensions or additions to existing buildings or works) in relation to the land's boundaries and adjoining development; • Location, boundary dimensions, site area and north point; • Existing vegetation and trees on the land; • Location and uses of existing buildings on the land; • Existing levels of the land in relation to buildings and roads; • Location and uses of buildings on sites adjoining the land 	Tick the boxes for the details that you have provided <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3. Plans or drawing describing the proposed development	Plans or drawings describing the proposed development must indicate (where relevant). <ul style="list-style-type: none"> • Floor plans of proposed buildings showing layout, partitioning, room sizes, each floor section and intended uses of each part of the building; • Elevations and sections showing proposed external finishes and heights; • Proposed finished levels of the land in relation to buildings and roads; • Indicate the height, design, construction and provision for fire safety and fire resistance (if any); • The specification is to describe the construction and materials of which the building is to be built, method of drainage sewerage and water supply and whether the materials to be used are new or second hand; • Proposed parking arrangements, entry and exit point for vehicles, and provision for movement of vehicles within the site (including dimensions where appropriate) • Landscape concept plan • Proposed methods of draining the land 	You must provide the required No of copies <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4. Required attachments	Have you attached the correct number of copies of your plans or drawings describing the proposed development and location of the land? <ul style="list-style-type: none"> • 4 copies of the location plan of the land • 4 copies of plans or drawings describing the proposed development • 3 copies of Specifications • Application fees • If required, have plans been stamped by Hunter Water 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

DISCLOSURE STATEMENT OF POLITICAL DONATIONS AND GIFTS

LODGEMENT OF COMPLYING DEVELOPMENT APPLICATION

Requirement Under Section 147(4) of the Environmental Planning & Assessment Act 1979

A disclosure statement of a reportable political donation or gift must accompany a planning application or submission if the reportable donation or gift is made within 2 years before the application or submission is made. If the donation or gift is made after the lodgement of the application a disclosure statement must be sent to the relevant consent or approval authority within 7 days after the donation or gift is made.

I/we have not made a reportable political donation or gift within 2 years prior to the date this application/submission was made

Name of the person/company making donation or gift	
Residential address or registered /official office address	
ABN if not an individual	
Address of the Development Proposal	
Date application lodged	
Consent or Approval Authority	Maitland City Council
Person's interest in the application (pls tick appropriate box)	Applicant <input type="checkbox"/> Person with financial interest <input type="checkbox"/> Explain:..... Person making submission in opposition <input type="checkbox"/> Person making submission in support <input type="checkbox"/>
Name of the Person to Benefit From the Donation	
Date of the Donation	
Amount of the Donation*	
Name of the Person to Whom Gift is Made	
Date Gift Made	
Amount or Value of Gift*	

By signing below I/we declare that all information contained within this statement is accurate at the time of signing

Signature(s): _____

Name(s): _____

- * *A reportable political donation* is a donation of
- \$1,000 or more made to or for the benefit of the party, elected member, group or candidate; or
 - \$1,000 or more made by a major political donor to or for the benefit of a party, elected member, group or candidate or made to the major political donor; or
 - Less than \$1,000 if the aggregated total of the donations made by the entity or person to the same party, elected member, group, candidate or person within the same financial year (ending 30 June) is \$1,000 or more.

A glossary of terms/definitions is available on Maitland City Council's website www.maitland.nsw.gov.au or the Department of Planning website www.planning.nsw.gov.au

