

Environmental Planning & Assessment Act 1979 –
Section 4.27, 4.28

PO Box 220 Maitland NSW 2320
Phone: 4934 9700 Fax: 4933 3209
EMAIL: info@maitland.nsw.gov.au

FILE NO.
PROPERTY NO.
DATE RECEIVED:

1. APPLICANT

OFFICE USE ONLY

Applicant's Name

Post Code

Fax

Mobile

Company Contact Person

Preferred method of contact email post

2. LOCATION OF LAND TO BE DEVELOPED *(available from your rate notice, property deeds, or from Council)*

Unit No	House No	Street
Suburb	Site Area m ²	
Lot(s)	Section	Deposited Plan(DP)
Strata Plan	Other	Zoning

3. PROPOSED COMPLYING DEVELOPMENT TYPE

Erection of Temporary Building	Use of land/building	Erection of building
Demolition	Subdivision of land/building	Carrying out of work
Other		
Description:		

COST OF DEVELOPMENT / VALUE OF WORK:

\$

Please give estimate

4. SCHEDULE FOR BUILDING WORK ONLY *(For Australian Bureau of Statistics Information)*

Gross floor area of existing building (m ²)	What are the current uses of all existing or parts of building(s)/land <i>(if vacant, state vacant)</i>
Gross floor area of proposed addition or new building (m ²)	
Does this site contain a dual occupancy?	What are the proposed uses of all parts of building(s)/land?
Number of pre-existing dwellings	Number of dwellings to be demolished
How many dwellings are proposed?	How many storeys will the building consist of?

MATERIALS TO BE USED Place a tick (✓) in the box which best describes the materials that the new work will be constructed of:

Frame	Code	Walls	Code	Roof	Code	Floor	Code
<input type="checkbox"/> Concrete	20	<input type="checkbox"/> Brick single/double	11	<input type="checkbox"/> Tiles (Concrete/terracotta)	10	<input type="checkbox"/> Concrete	20
<input type="checkbox"/> Timber	40	<input type="checkbox"/> Brick veneer	12	<input type="checkbox"/> Concrete or slate	20	<input type="checkbox"/> Timber	40
<input type="checkbox"/> Steel	60	<input type="checkbox"/> Concrete/masonry	20	<input type="checkbox"/> Fibrous cement	30	<input type="checkbox"/> Other	80
<input type="checkbox"/> Aluminium	70	<input type="checkbox"/> Fibrous cement	30	<input type="checkbox"/> Steel	60	<input type="checkbox"/> Unknown	90
<input type="checkbox"/> Other	80	<input type="checkbox"/> Hardiplank	30	<input type="checkbox"/> Aluminium	70		
<input type="checkbox"/> Unknown	90	<input type="checkbox"/> Timber/weatherboard	40	<input type="checkbox"/> Other	80		
		<input type="checkbox"/> Curtain glass	50	<input type="checkbox"/> Unknown	90		
		<input type="checkbox"/> Steel	60				
		<input type="checkbox"/> Cladding-aluminium	70				
		<input type="checkbox"/> Other	80				
		<input type="checkbox"/> Unknown	90				

5. BUILDER/OWNER BUILDER DETAILS Place a tick (✓) in box and complete details

Owner Builder – Permit No		Licensed Builder – Licence No		Not Known	
Builder's Name			Phone No		
Address				Post Code	

Note: If not known, builder's details must be provided to the PCA with the Notice of Commencement.

6. PRINCIPAL CERTIFYING AUTHORITY

Before you commence the development, you must appoint a Principal Certifying Authority. You can nominate Council or a private accredited certifier.

Do you wish to nominate Council as your Principal Certifying Authority?	Yes		No	
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7. OWNER'S CONSENT Must be completed by owner(s)

Owner's Name	Address		
	Post Code	Phone No	

As 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.

In the case of a company or trust, minimum two directors' signatures required. In the case of sole director please state 'sole director' when signing. In the case of a strata development, the strata manager must sign. In the case of community title development the community association must give consent.

Signature(s)	
Date	<u>(All owners must sign)</u> <small>(eg power of attorney, executor, trustee, sole director, company director)</small>

8. YOUR DECLARATION

I apply for consent to carry out the development described in this application. I declare that all information given is true and correct. I also understand that, if incomplete, the application may be delayed, rejected or more information be requested.	Signature(s)
	Date

Privacy Statement: Maitland City Council complies with the Privacy Code of Practice for Local Government in dealing with all personal information that is required to be supplied when an applicant completes this application. However, some of the personal information which is set out in this form will become part of the public record which Council is required to keep pursuant to the Local Government and Environmental Planning and Assessment Acts. This information may be divulged to others in accordance with the provisions of those Acts. Furthermore, Council may be required to divulge some personal information pursuant to the Government Information (Public Access) Act 2009.

HOW TO LODGE YOUR APPLICATION

<p>Applications should be addressed to:</p> <p>The General Manager Maitland City Council PO Box 220 MAITLAND NSW 2320</p>	<p>Or you can lodge your application in person at Council's Administration Building</p> <p>285-287 High Street MAITLAND DX 21613 Maitland</p>	<p>How to Contact Us:</p> <p>Ph 02 4934 9700 Fax 02 4933 3209</p>
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Fees	Construction	Compliance Cert	Long service	Other
Amount				
Receipt No				
Receipt Date				

APPLICATION CHECK LIST

1. Complying Development Checklist

Have you completed and included the Complying Development Checklist with this Application

Yes

No

2. Location plan of land

Your supporting plans must include all the required details:

Tick the boxes for the details that you have provided

- 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

3. Plans or drawing describing the proposed development

Plans or drawings describing the proposed development must indicate (where relevant).

You must provide the required No of copies

- 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

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?

- 1 copy of the location plan of the land
- 1 copy of plans or drawings describing the proposed development
- 1 copy of Specifications
- Application fees
- If required, has your hardcopy set of plans been stamped by Hunter Water?

***NOTE: From the 1st July 2015 your application must include a CD/USB that contains all forms, plans and documents in soft copy. All hard copy plans lodged with Council are to be no larger than A3 in size. Please refer to Council's website for the new application requirements and a File Naming Convention to be followed.**

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 lodgment 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

Person with financial interest

Explain:.....

Person making submission in opposition

Person making submission in support

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.