



**OFFICE USE ONLY**

Date Received

Ref No.

## APPLICATION FOR BUILDING CERTIFICATE

Under Section 6.24 (formerly 149D) of the Environmental Planning & Assessment Act 1979

(Blanks not to be photocopied. Print direct from Intranet)

### APPLICANT DETAILS

Applicant: Owner  Other Person  Purchaser  Public Authority

Applicants Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

### LAND OWNER DETAILS

Land Owner: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

### LOCATION AND TITLE DESCRIPTION OF THE PROPERTY

Unit No: \_\_\_\_\_ Street No: \_\_\_\_\_ Street/Road: \_\_\_\_\_

Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

Lot: \_\_\_\_\_ Section: \_\_\_\_\_ DP/SP: \_\_\_\_\_

*This is required to correctly identify the subject land*

### OTHER DETAILS

- Residential Building  eg. Dwelling, shed, carport etc.

Commercial / Industrial Building  Floor area up to 200m<sup>2</sup>  
eg. Shop, office, factory, warehouse etc  Floor area > 200m<sup>2</sup> and < 2000m<sup>2</sup>  
 Floor area > 2000m<sup>2</sup>

- Unauthorised Works (a) Floor area: \_\_\_\_\_

(b) Value of work undertaken: \$ \_\_\_\_\_

- To what buildings does this application apply: \_\_\_\_\_

- Is this Certificate for whole or part of the building? Whole  Part

If part, describe the part of the building for which the Certificate is requested: \_\_\_\_\_

- Site Plan attached: Yes

## Building and Construction Guide No.7 – Building Certificate

### What is a Building Certificate?

A Building Certificate is a certificate issued under s6.24 (previously 149D) of the Environmental Planning & Assessment Act 1979.

### Who can apply for a Building Certificate?

A Building Certificate is usually applied for when purchasing a property, although it can be applied for at any time.

An application for a Building Certificate may be made:

- a) By the Owner of the land on which the building is erected, or
- b) By any other person, with the consent of the owner of the land, or
- c) By the purchaser under a contract for the sale of the property that comprises or includes the building or part, or by the purchaser's Australian practitioner or agent, or
- d) By a public authority that has notified the owner of its intention to apply for the certificate.

### What is Involved in the issuing of a Building Certificate?

The application involves a site inspection of the subject premises, including internal inspection of all buildings nominated on the Building Certificate. (Applicants will need to identify which buildings on a site that the certificate relates to).

### Why do I need a Building Certificate?

A Building Certificate issued by Council states that Council will not take any action under the Environmental Planning & Assessment Act, 1979, or the Local Government Act, 1993 to order or take proceedings for an order to have the building (covered by the certificate) to be demolished, altered, added to or rebuilt, or to take proceedings in relation to any encroachment by the building onto land under the control of Council, for a period of seven years.

***A fee of \$250 is payable upon lodgement of the application.***

Approved: Director of Community Development	Date Approved: 22 <sup>nd</sup> April 2014	Status: Pending	Version: 001
Document ID: FORM.			Page: 2 of 2