

Have you discussed the works with a Council Officer(s)?

Yes Name of Officer(s)

No

Applications for unauthorised works must be accompanied by:

An original or certified copy of a current identification survey certificate

An explanation from the property owner as to why the works were completed without appropriate approval

A full set of construction plans indicating the pre-existing site/works and the unauthorised works

Payment of the Development Application, Complying Development and/or Construction Certificate fees as per clause 260(3A) of the Environmental Planning and Assessment Regulation 2000

Please note additional fees and documentation may be required prior to the release of the Building Information Certificate in accordance with clause 260 of the Environmental Planning and Assessment Regulation 2000.

Access Arrangements

Please supply a contact name and phone number for site/internal inspections.

Contact Name:

Phone:

Mobile:

Access Details:

Consent of All Owners (See Note 2)

Signature

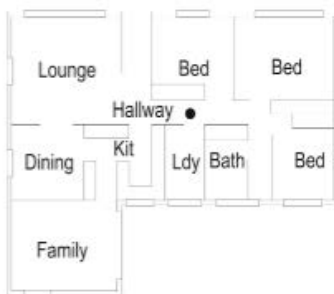
Date

Signature

Date

NOTES

1. The application must be accompanied by an original or certified copy of a current identification survey certificate (unless previously discussed with Council).
2. The consent of the owner, owners solicitor or agent, is required unless the application is made by;
 - a. the purchaser under a contract for sale of property which comprises or includes the building or part, or the purchaser’s solicitor or agent;
 - b. a public authority which has, before making this application notified the owner of the land of its intention to apply for the certificate
3. Smoke alarms are required to be installed within a Class 1a dwelling on or near the ceiling in accordance with
 - a. any storey containing bedrooms—
 - i. between each part of the dwelling containing bedrooms and the remainder of the dwelling; and
 - ii. where bedrooms are served by a hallway, in that hallway, and
 - b. any other storey not containing bedrooms.



Smoke alarms must comply with AS 3786.

For other buildings of classifications, Class 1b, Class 2, Class 3 and Class 4 (see Building Code of Australia) please contact Council to discuss where smoke alarms are required to be installed.

Location of smoke alarms

4. You must include all information requested on this form and the accompanying checklist, as it applies to your application. Incorrect or incomplete details may lead to delays in processing your application
5. At the time of lodgement, Council will calculate application fees payable.
6. Council’s Privacy Management Plan is available on the City’s website www.lakemac.com.au.
7. Third parties may request access to, and copies of, the information held by Council relating to this application, in accordance with the Government Information (Public Access) Act 2009
8. Entry onto Land: You are advised that access to your property may be required by Authorised Officers of Council in order for them to process your application and determine compliance with any consent that may be issued. By the submission of this application or by authorising its submission by another person/s it is assumed you are giving approval of entry to your premises to Council staff. Should access be required, staff may make contact with you beforehand to make the necessary arrangements, however access may be made in your absence.