



# BELLINGEN SHIRE COUNCIL

ABN: 26 066 993 265

PO Box 117, BELLINGEN NSW 2454

Phone: 02 6655 7300

Office Use Only

# Application Form

## General Requirements

- The Application Guide, available electronically or at the front counter, can be used to help determine the type of approval that the proposal will require.
- Council will not accept incomplete applications. It is the responsibility of the applicant to ensure required information is provided.
- Tick the boxes and fill out the sections as appropriate.
- Review and submit all the plans and documentation required to support the application.
- This form may be used for a single or combined application. Advice on the combining of applications should be first sought from Council prior to making an application(s).
- Fees **must** be paid at time of lodgement.

**Privacy Notice** The personal information provided may be available for public access and/or disclosure under various NSW Government legislation. For further Information please contact Customer and Business Services.

Office Use Only	DA No: _____	CC No: _____	CDC No: _____	FILE No:
	MD No: _____	LG No: _____	BC No: _____	
	SC No: _____	RW No: _____	DATE REC'D: _____	APPN ID: _____
PROPERTY ID: _____				

## 1 PROPERTY DETAILS (THE FOLLOWING DETAILS MUST BE COMPLETED)

Lot No	Deposited Plan No	Strata Plan No	Section No
Address No	Street/Road Name		
Town/Locality			Postcode

**USE OF LAND AND BUILDINGS** (Please describe, eg vacant land; dwelling; etc)

## 2 APPLICATION SUMMARY TYPE OF WORK PROPOSED (PLEASE TICK THE RELEVANT BOXES)

<input type="checkbox"/> Building Works – New	<input type="checkbox"/> Building Works – Additions/Alterations	<input type="checkbox"/> Advertising Sign/s <small>(Also complete attachment)</small>
<input type="checkbox"/> Demolition	<input type="checkbox"/> Subdivision / Boundary Adjustment	<input type="checkbox"/> Change of Use
<input type="checkbox"/> Earth Works	<input type="checkbox"/> Works in Road Reserve	<input type="checkbox"/> OSMS
<input type="checkbox"/> Tree Removal/Pruning <small>(Also complete attachment)</small>	<input type="checkbox"/> Activities & Events etc	<input type="checkbox"/> Other

## DESCRIBE THE WORKS

<b>VALUE OF WORKS</b>	<b>NO OF ADDITIONAL LOTS</b>
\$ <input style="width: 100%;" type="text"/>	AND <input style="width: 100%;" type="text"/>
<i>(Relates to subdivision of land)</i>	

**3 APPLICANT DETAILS****APPLICANT NAME(S)**

Postal Address		Postcode
E-mail Address		Home Phone
Business Phone	Business Fax	Mobile Phone

*I/we the applicants declare to the best of my/our knowledge and belief that all the particulars hereon are correct in every detail and the information required has been supplied. I/we also hereby consent to the Bellingen Shire Council displaying and copying the application/s and supporting documentation, including designs, for the purposes of seeking public comment, when necessary.*

Signature(s)	Date
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**4 OWNER CONSENT DETAILS**

ALL owners **must** complete this section. Where the owner is a corporation, the company seal must be applied and a statement of the capacity of the person signing the application. If you have recently purchased the land, you must provide a Certificate of title or Transfer Certificate showing the transferor, transferee and the current Lot and DP number of the property.

*I/we the owners of the land to which the application/s apply hereby consent to the making of the application/s, and hereby grant to the council the power to enter and carry out inspections in relation to any land or building relating to the application/s.*

**OWNER(S) NAME**

Address No	Street/Road Name	Town/Locality	Postcode
E-mail Address		Phone	
Signature(s)			Date

**OWNER(S) NAME**

Address No	Street/Road Name	Town/Locality	Postcode
E-mail Address		Phone	
Signature(s)			Date



Application No: \_\_\_\_\_

BELLINGEN SHIRE COUNCIL

## APPLICATION FOR BUILDING CERTIFICATE

Environmental Planning & Assessment Act, 1979 Section 149D

ABN: 26 066 993 265

### APPLICANT (please tick appropriate box)

- Owner
- Other person having the owner's consent to make the application.
- Purchaser's solicitor or agent under a contract for sale of the property.
- Public authority which has notified the owner of its intention to apply for the certificate.

### BUILDING DETAILS

Type of Building/s \_\_\_\_\_  
e.g. dwelling, shed, garage, shed, carport

Whole  Part if part of the building, please describe \_\_\_\_\_

Gross floor area of the building or part applied for \_\_\_\_\_ m<sup>2</sup>

### ACCESS ARRANGEMENTS

Please state arrangement for access (i.e. contact person/location of key) \_\_\_\_\_

### REQUIRED ATTACHMENTS

Survey Certificate (must be a current Survey Certificate – issued with the last 5 years)

Prescribed Fee

\$250.00 for each dwelling contained in the building or in any other building on the allotment	Each	Class 1 building (together with any class 10 buildings on the site) or a class 10 building
\$250.00	Each	Any other class of building not exceeding 200m <sup>2</sup>
\$250.00 + 50 cents per m <sup>2</sup> over 200m <sup>2</sup>	Each + per m <sup>2</sup>	Any other class of building exceeding 200m <sup>2</sup> but not exceeding 2000 m <sup>2</sup>
\$1,165 + 75 cents per m <sup>2</sup> over 2000m <sup>2</sup>	Each + per m <sup>2</sup>	Any other class of building exceeding 2000m <sup>2</sup>
\$250.00	Each	In any case where the application relates to part of a building and that part consists of an external wall only or does not otherwise have a floor area.
\$90.00	Each	Building Certificate inspection (nil charge for initial inspection)