

Complying Development Certificate

Environmental Planning and Assessment Act 1979 Section 4.28 (6)
& Environmental Planning and Assessment Regulation 2021 Part 6

Application Number: CDC22/0258

Certifying Authority: City of Wagga Wagga

Applicant: Abh Property Pty Ltd
176 Baylis Street
WAGGA WAGGA NSW 2650

Land to be Developed: 66 Baylis St WAGGA WAGGA NSW 2650, Lot 1 DP 330512

Land Use Zone: B3 Commercial Use

Proposed Development: Internal fit out of existing building consisting of office and storage areas, sanitary facilities, and access

Classification under the Building Code of Australia: **Class 5**

Code under the SEPP (CDC) 2008: The Industrial and Business Alterations Code

Relevant Plans: Plan No. 859 - Floor Plan, Plan No. 859 - Carpark & New Fence, Plan No. 859 - New Wall Layout, Plan No. 859 - Reflected Ceiling Plan, Plan No. 859 - New Signs to Shopfront, Plan No. 859 - New Signs - Style Sheet, Plan No. 859 - Front Shopfront & Section/Elevation, Plan No. 859 - Section/Elevations, Plan No. 859 - Site Plan, Document titled 'NCC Part J Deems to Satisfy Report' prepared by Ausnviro, Document titled 'Certificate of Test' prepared by CSIRO, Document titled 'Polyfor Australia Fire Certificates for NCC C1.10 Compliance' prepared by Polyflor, Document titled 'Confidential Report' prepared by British Carpet Technical Centre submitted with Application for Complying Development Certificate received 24/11/2022.

Certification:

I, the undersigned, certify that the development is complying development, and if carried out as specified in the certificate will comply with all the development standards applicable to the development and other requirements of the Environmental Planning and Assessment Regulation 2021 relating to the issue of the certificate.

Decision: Approved with conditions.

Determination & Endorsement Date: 07 March 2023

Certificate to Lapse: 07 March 2028

Other Approvals: N/A



Paul O'Brien
Manager Development Assessment & Building Certification
BDC Registration Number (1847)

CONDITIONS OF CONSENT FOR APPLICATION NO. CDC22/0258

Plans & Specifications

Plan No. 859 - Floor Plan, Plan No. 859 - Carpark & New Fence, Plan No. 859 - New Wall Layout, Plan No. 859 - Reflected Ceiling Plan, Plan No. 859 - New Signs to Shopfront, Plan No. 859 - New Signs - Style Sheet, Plan No. 859 - Front Shopfront & Section/Elevation, Plan No. 859 - Section/Elevations, Plan No. 859 - Site Plan, Document titled 'NCC Part J Deems to Satisfy Report' prepared by Ausnviro, Document titled 'Certificate of Test' prepared by CSIRO, Document titled 'Polyfor Australia Fire Certificates for NCC C1.10 Compliance' prepared by Polyflor, Document titled 'Confidential Report' prepared by British Carpet Technical Centre submitted with Application for Complying Development Certificate received 24/11/2022.

- 1. At least two days prior to the commencement of works under this Complying Development Certificate, notification of the commencement of works shall be provided by the person having the benefit of the consent to each dwelling on a lot within 20 metres of the boundary of the development site.**
- 2. INDUSTRIAL AND BUSINESS (ALTERATIONS AND BUILDINGS) CODE AND CONTAINER RECYCLING FACILITIES CODE (REQUIRED CONDITIONS FOR CERTIFICATE ISSUED UNDER PART 5 - INDUSTRIAL AND BUSINESS ALTERATIONS CODE, PART 5A - INDUSTRIAL AND BUSINESS BUILDINGS CODE AND PART 5B - CONTAINER RECYCLING FACILITIES CODE)**

SCHEDULE 8 CONDITIONS APPLYING TO COMPLYING DEVELOPMENT CERTIFICATES UNDER THE INDUSTRIAL AND BUSINESS ALTERATIONS CODE, THE INDUSTRIAL AND BUSINESS BUILDINGS CODE AND THE CONTAINER RECYCLING FACILITIES CODE

- Note 1.** Complying development under the Industrial and Business Alterations Code, the Industrial and Business Buildings Code and the Container Recycling Facilities Code must comply with the requirements of the Act, the Environmental Planning and Assessment Regulation 2000 and the conditions listed in this Schedule.
- Note 2.** Division 2A of Part 7 of the Environmental Planning and Assessment Regulation 2000 specifies conditions to which certain complying development certificates are subject.
- Note 3.** In addition to the requirements specified for development under this Policy, adjoining owners' property rights, applicable common law and other legislative requirements for approvals, licences, permits and authorities still apply.
- Note 4.** If the development is in the proximity of infrastructure (including water, stormwater or sewer mains, electricity power lines and telecommunications facilities), the relevant infrastructure authority should be contacted before commencing the development.
- Note 5.** Under section 4.29 of the Environmental Planning and Assessment Act 1979, a complying development certificate lapses 5 years after the date endorsed on the certificate, unless the development has physically commenced on the land during that period.

CONDITIONS APPLYING BEFORE WORKS COMMENCE

Protection of adjoining areas

A temporary hoarding or temporary construction site fence must be erected between the work site and adjoining lands before the works begin and must be kept in place until after the completion of the works if the works:-

could cause a danger, obstruction or inconvenience to pedestrian or vehicular traffic, or

could cause damage to adjoining lands by falling objects, or

involve the enclosure of a public place or part of a public place.

Note. Clauses 2.67 and 2.68 of this Policy specify which scaffolding, hoardings and temporary construction site fences are exempt development and state the applicable standards for that development.

Toilet facilities

- (1) Toilet facilities must be available or provided at the work site before works begin and must be maintained until the works are completed at a ratio of one toilet plus one additional toilet for every 20 persons employed at the site.**

Each toilet must-

be a standard flushing toilet connected to a public sewer, or

have an on-site effluent disposal system approved under the Local Government Act 1993 <<https://www.legislation.nsw.gov.au/>>, or

be a temporary chemical closet approved under the Local Government Act 1993 <<https://www.legislation.nsw.gov.au/>>.

Waste management

- (1) A waste management plan for the work must be submitted to the principal certifying authority at least 2 days before work commences on the site**
- (2) The waste management plan must-**
- (a) identify all waste (including excavation, demolition and construction waste materials) that will be generated by the work on the site, and**
 - (b) identify the quantity of waste material in tonnes and cubic metres to be-**
 - (i) reused on-site, and**
 - (ii) recycled on-site and off-site, and**
 - (iii) disposed of off-site, and**
 - (c) if waste materials are to be reused or recycled on-site-specify how the waste material will be reused or recycled on-site, and**
 - (d) if waste materials are to be disposed of or recycled off-site-specify the contractor who will be transporting the materials and the waste facility or recycling outlet to which the materials will be taken.**

- (3) A garbage receptacle must be provided at the work site before works begin and must be maintained until the works are completed.
- (4) The garbage receptacle must have a tight fitting lid and be suitable for the reception of food scraps and papers.

Adjoining wall dilapidation report

- (1) Before commencing any demolition or excavation works, the person having the benefit of the complying development certificate must obtain a dilapidation report on any part of a building that is within 2m of the works.
- (2) If the person preparing the report is denied access to the building for the purpose of an inspection, the report may be prepared from an external inspection.

Run-off and erosion controls

Run-off and erosion controls must be implemented to prevent soil erosion, water pollution or the discharge of loose sediment on the surrounding land by-

- (a) diverting uncontaminated run-off around cleared or disturbed areas, and
- (b) erecting a silt fence and providing any other necessary sediment control measures that will prevent debris escaping into drainage systems, waterways or adjoining properties, and
- (c) preventing the tracking of sediment by vehicles onto roads, and
- (d) stockpiling top soil, excavated materials, construction and landscaping supplies and debris within the lot.

CONDITIONS APPLYING DURING THE WORKS

Note. The Protection of the Environment Operations Act 1997 and the Protection of the Environment Operations (Noise Control) Regulation 2008 contain provisions relating to noise.

Standard hours for construction

Construction may only be carried out between 7.00 am and 6.00 pm on Monday to Friday, or between 8.00 am and 1.00 pm on Saturdays, and no construction is to be carried out at any time on a Sunday or a public holiday.

Works outside standard hours for construction

- (1) Work may be carried out outside the standard hours for construction if the work only generates noise that is-
 - (a) no louder than 5 dB(A) above the rating background level at any adjoining residence in accordance with the *Interim Construction Noise Guideline* (ISBN 978 1 74232 217 9) published by the Department of Environment and Climate Change NSW in July 2009, and
 - (b) no louder than the noise management levels specified in Table 3 of that guideline at other sensitive receivers.

- (2) Work may be carried out outside the standard hours for construction-
 - (a) for the delivery of materials-if prior approval has been obtained from the NSW Police Force or any other relevant public authority, or
 - (b) in an emergency, to avoid the loss of lives or property or to prevent environmental harm.

Compliance with plans

Works must be carried out in accordance with the plans and specifications to which the complying development certificate relates.

Demolition

Any demolition must be carried out in accordance with AS 2601-2001, *The demolition of structures*.

Maintenance of site

- (1) All materials and equipment must be stored wholly within the work site unless an approval to store them elsewhere is held.
- (2) Waste materials (including excavation, demolition and construction waste materials) must be managed on the site and then disposed of at a waste management facility.
- (3) Copies of receipts stating the following must be given to the principal certifying authority-
 - (a) the place to which waste materials were transported,
 - (b) the name of the contractor transporting the materials,
 - (c) the quantity of materials transported off-site and recycled or disposed of.
- (4) Any run-off and erosion control measures required must be maintained within their operating capacity until the completion of the works to prevent debris escaping from the site into drainage systems, waterways, adjoining properties and roads.
- (5) During construction:-
 - (a) all vehicles entering or leaving the site must have their loads covered, and
 - (b) all vehicles, before leaving the site, must be cleaned of dirt, sand and other materials, to avoid tracking these materials onto public roads.
- (6) At the completion of the works, the work site must be left clear of waste and debris.

Earthworks, retaining walls and structural support

- (1) Any earthworks (including any structural support or other related structure for the purposes of the development)-
 - (a) must not cause a danger to life or property or damage to any adjoining

building or structure on the lot or to any building or structure on any adjoining lot, and

- (b) must not redirect the flow of any surface or ground water or cause sediment to be transported onto an adjoining property, and
 - (c) that is fill brought to the site-must contain only virgin excavated natural material (VENM) as defined in Part 3 of Schedule 1 to the *Protection of the Environment Operations Act 1997* <<https://www.legislation.nsw.gov.au/>>, and
 - (d) that is excavated soil to be removed from the site-must be disposed of in accordance with any requirements under the *Protection of the Environment Operations (Waste) Regulation 2005*.
- (2) Any excavation must be carried out in accordance with *Excavation Work: Code of Practice* (ISBN 978-0-642-785442 [PDF] and ISBN 978-0-642-785459 [DOCX]), published in July 2012 by Safe Work Australia.

Drainage connections

- (1) If the work is the erection of, or an alteration or addition to, a building, the roof stormwater drainage system must be installed and connected to the drainage system before the roof is installed.
- (2) Any approval that is required for connection to the drainage system under the *Local Government Act 1993* <<https://www.legislation.nsw.gov.au/>> must be held before the connection is carried out.

Contamination discovered during works

- (1) If during works on the land comprising the lot, the land is found to be contaminated, within the meaning of the Contaminated Land Management Act 1997-
 - (a) all works must stop immediately, and
 - (b) the Environment Protection Authority and the council must be notified of the contamination.
- (2) Land is found to be contaminated for the purposes of this clause if the person having the benefit of the complying development certificate or the principal certifying authority knows or should reasonably suspect the land is contaminated.

Note. Depending on the nature and level of the contamination, remediation of the land may be required before further work can continue.

Archaeology discovered during excavation

If any object having interest due to its age or association with the past is uncovered during the course of the work-

- (a) all work must stop immediately in that area, and
- (b) the Office of Environment and Heritage must be advised of the discovery.

Note. Depending on the significance of the object uncovered, an

archaeological assessment and excavation permit under the *Heritage Act 1997* may be required before further the work can continue.

Aboriginal objects discovered during excavation

If any Aboriginal object (including evidence of habitation or remains) is discovered during the course of the work-

- (a) all excavation or disturbance of the area must stop immediately in that area, and
- (b) the Office of Environment and Heritage must be advised of the discovery in accordance with section 89A of the *National Parks and Wildlife Act 1974* <<https://www.legislation.nsw.gov.au/>>.

Note. If an Aboriginal object is discovered, an Aboriginal heritage impact permit may be required under the *National Parks and Wildlife Act 1974* <<https://www.legislation.nsw.gov.au/>>.

When a survey certificate is required

- (1) If any part of the work is the erection of a new building, or an alteration or addition to an existing building, that is located less than 3m from the lot boundary, a survey certificate must be given to the principal certifying authority:-
 - (a) before any form work below the ground floor slab is completed, or
 - (b) if there is no such form work-before the concrete is poured for the ground floor slab.
- (2) The survey certificate must be prepared by a registered land surveyor and show the location of the work relative to the boundaries of the site.

CONDITIONS APPLYING BEFORE THE ISSUE OF AN OCCUPATION CERTIFICATE

Vehicular access

If the work involves the construction of a vehicular access point, the access point must be completed before the occupation certificate for the work on the site is obtained.

Utility services

- (1) If the work requires alteration to, or the relocation of, utility services on, or adjacent to, the lot on which the work is carried out, the work is not complete until all such works are carried out.
- (2) If the work is the subject of a notice of requirements for water supply or sewerage services (or both) by a water utility or an entity authorised by the utility, the work must be satisfactorily completed and any monetary contributions required to be paid to the relevant water supply authority must be paid before the occupation certificate is issued.
- (3) If the work is the subject of a compliance certificate under section 73 of the *Sydney Water Act 1994* <<https://www.legislation.nsw.gov.au/>>, the work must be satisfactorily completed and any monetary contributions required to be paid

to the Sydney Water Corporation must be paid before the occupation certificate is issued.

Mechanical ventilation systems

If the work includes a mechanical ventilation system that is a *regulated system* within the meaning of the *Public Health Act 2010* <<https://www.legislation.nsw.gov.au/>>, the system must be notified as required by the *Public Health Regulation 2012* <<https://www.legislation.nsw.gov.au/>>, before an occupation certificate (whether interim or final) for the work is issued.

Food businesses

If the work relates to a *food business* within the meaning of the *Food Act 2003* <<https://www.legislation.nsw.gov.au/>>, the food business must be notified as required by that Act, or licensed as required by the *Food Regulation 2010* <<https://www.legislation.nsw.gov.au/>>, before an occupation certificate (whether interim or final) for the work is issued.

Premises where skin penetration procedures are carried out

If the work relates to premises at which a *skin penetration procedure*, within the meaning of the *Public Health Act 2010* <<https://www.legislation.nsw.gov.au/>>, will be carried out, the premises must be notified as required by Part 4 of the *Public Health Regulation 2012* <<https://www.legislation.nsw.gov.au/>> before an occupation certificate (whether interim or final) for the work is issued.

OPERATIONAL REQUIREMENTS

Hours of operation

- (1) If there are existing conditions on a development consent applying to hours of operation, the development must not be operated outside the hours specified in those conditions.
- (2) If there are no existing conditions on a development consent applying to hours of operation, the development must not be operated outside the following hours-
 - (a) if the development involves a new use as specialised retail premises or other commercial premises-7.00 am to 10.00 pm Monday to Saturday and 7.00 am to 8.00 pm on a Sunday or a public holiday,
 - (b) if the development involves a new use as something other than a specialised retail premises or other commercial premises and adjoins or is opposite a residential lot within a residential zone or Zone RU5 Village-7.00 am to 7.00 pm Monday to Saturday and no operation on a Sunday or a public holiday,
 - (c) in any other case not referred to in paragraph (a) or (b)-7.00 am to 7.00 pm Monday to Saturday and 9.00 am to 6.00 pm on a Sunday or a public holiday.

Noise

The development must comply with the Noise Policy.

Lighting

- (1) All new external lighting must:-**
 - (a) comply with AS 4282-1997 Control of the obtrusive effects of outdoor lighting, and**
 - (b) be mounted, screened and directed in a way that it does not create a nuisance or light spill on to buildings on adjoining lots or public places.**
- (2) Lighting at vehicle access points to the development must be provided in accordance with AS/NZS 1158 Set:2010 *Lighting for roads and public spaces Set*.**
 - (i) AS/NZS 1158.0:2005, *Lighting for roads and public spaces, Part 0: Introduction*,**
 - (ii) AS/NZS 1158.1.1:2005, *Lighting for roads and public spaces, Part 1.1: Vehicular traffic (Category V) lighting-Performance and design requirements*,**
 - (iii) AS/NZS 1158.1.2:2010, *Lighting for roads and public spaces, Part 1.2: Vehicular traffic (Category V) lighting-Guide to design, installation, operation and maintenance*,**
 - (iv) AS/NZS 1158.2:2020, *Lighting for roads and public spaces, Part 2: Computer procedures for the calculation of light technical parameters for Category V and Category P lighting*,**
 - (v) AS/NZS 1158.3.1:2020, *Lighting for roads and public spaces, Part 3.1: Pedestrian area (Category P) lighting-Performance and design requirements*,**
 - (vi) AS/NZS 1158.4:2015, *Lighting for roads and public spaces, Part 4: Lighting of pedestrian crossings*,**
 - (vii) AS/NZS 1158.5:2014, *Lighting for roads and public spaces, Part 5: Tunnels and underpasses*.**

Use of driveways and parking areas

- (1) All driveways and parking areas must be unobstructed at all times.**
- (2) Except as otherwise permitted by an existing condition of the most recent development consent (other than a complying development certificate) that applies to the premises, driveways and car spaces-**
 - (a) must not be used for the manufacture, storage or display of goods, materials or any other equipment, and**
 - (b) must be used solely for vehicular access and for the parking of vehicles associated with the use of the premises.**

Loading and unloading of goods or materials

- (1) Loading and unloading goods or materials must not be carried out on a public road.**

- (2) This condition does not apply to a complying development certificate for development involving a building with a gross floor area less than 500m² in Zone B1, B2, B3, B4 or B8 that existed before 1 February 2022.

Garbage and waste storage

- (1) A garbage and waste storage area for recyclable and non-recyclable waste materials and receptacles for those materials must-
- (a) be provided as part of the development, and
 - (b) be located entirely within the lot on which the development is being carried out and not on a road or road reserve, and
 - (c) comply with the following appendices in the document entitled *Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities* (ISBN 978-1-74293-944-5), published by the NSW Environment Protection Authority in December 2012-
 - (i) Appendices A and B, for the size and location of garbage and storage areas and the size of waste receptacles,
 - (ii) Appendices C and D, for the design of openings of waste storage areas and loading bay turning circles for waste removal vehicles,
 - (iii) Appendix E, for standard signs for waste storage areas,
 - (iv) Appendix F for the design and operational capacity of waste storage areas.
- (2) The waste storage area must-
- (a) be screened, and
 - (b) be located behind the primary road frontage building line, and
 - (c) not be located in any car parking, loading or landscaped area, and
 - (d) not be located on any side of the building that faces an adjoining lot on which there is a dwelling.

Landscaped area (planting and maintenance)

- (1) Any tree or shrub that fails to establish within 2 years of the initial planting date must be replaced with the same species of tree or shrub.
- (2) All landscaped areas on the site must be maintained on an on-going basis.

CONDITIONS APPLYING TO ENTERTAINMENT VENUES

Application of prescribed conditions of development consent

The conditions of a development consent for the use of a building as an entertainment venue prescribed for the purposes of the Act, s 4.17(11) are conditions of a complying development certificate for the use of a building as an entertainment venue.

Note. See the Environmental Planning and Assessment Regulation 2000, Schedule 3A.

3.
 - a) Work must be carried out in accordance with the requirements of the Building Code of Australia,
 - b) in the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, a contract of insurance must be entered into and be in force before any building work authorised to be carried out by this certificate commences.
4. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the site is prohibited.
5. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

DA No:		CC No: CDC22/0258	
ALL sections must be completed. Incomplete forms cannot be processed and will be returned.			
1. Type of Notification you are giving to Council			
<i>Please tick the appropriate box(s) corresponding to the notification to Council</i>			
<input type="checkbox"/>	Commencement of Building Work	Complete Sections 2, 3, 4, 6, and 8 Complete Section 7 if applicable	
<input type="checkbox"/>	Commencement of Subdivision Work	Complete Sections 2, 3, 4, 6 and 8 Complete Section 7 if applicable	
<input type="checkbox"/>	Commencement of Building Work for Complying Development	Complete Sections 2, 3, 4, 6 and 8 Complete Section 7 if applicable	
<input type="checkbox"/>	Commencement of Subdivision Work for Complying Development	Complete Sections 2, 3, 4, 6 and 8 Complete Section 7 if applicable	
2. Address of Property <i>Please use CAPITALS</i>			
No	Street	Suburb	
Lot No	DP/SP No <i>(Lot and DP numbers can be found on Council's Rates Notice or Development Consent)</i>		
Land Dimensions:	Width at Frontage	Depth/Length	
3. Applicant's Details <i>Please use CAPITALS</i>			
Name of Applicant		Telephone No	(Home)
Address			(Work)
Postcode			(Mobile)
Name	Signature	Date	
4. Description of Development			
5. Prior Development Consents or Certificates (including plans and specifications)			
A Development Consent or a Complying Development Certificate must have been issued for the proposed building work or subdivision work. Please provide details of the applicable consent or certificate below.			
Development Application No (eg. DA09/0542)			
Development Consent No		Date of Determination	
Complying Development Certificate No		Date of Determination	
Construction Certificate No		Date of Determination	
5. Plan Details Plan No. 859 - Floor Plan, Plan No. 859 - Carpark & New Fence, Plan No. 859 - New Wall Layout, Plan No. 859 - Reflected Ceiling Plan, Plan No. 859 - New Signs to Shopfront, Plan No. 859 - New Signs - Style Sheet, Plan No. 859 - Front Shopfront & Section/Elevation, Plan No. 859 - Section/Elevations, Plan No. 859 - Site Plan, Document titled 'NCC Part J Deems to Satisfy Report' prepared by Ausnviro, Document titled 'Certificate of Test' prepared by CSIRO, Document titled 'Polyfor Australia Fire Certificates for NCC C1.10 Compliance' prepared by Polyflor, Document titled 'Confidential Report' prepared by British Carpet Technical Centre submitted with Application for Complying Development Certificate received 24/11/2022.			

6. Principal Certifying Authority (PCA)		<i>Please use CAPITALS</i>	
Name of Accredited Certifier			
Accreditation No			
Address			
			Postcode
Contact Phone No:	(Home)	(Work)	(Mobile)
By Appointing Wagga Wagga City Council as the PCA, you agree to the terms of the PCA agreement			
7. Compliance with Consent or Complying Development Certificate			
All conditions contained within the Development Consent or Complying Development Certificate referred to in Section 4 must be satisfied prior to the commencement of the work.			
I have read and understand all conditions of consent	<i>Please tick appropriate box</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have these conditions been satisfied?	<i>Please tick appropriate box</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. Builder/Owner Builder		<i>Please use CAPITALS</i>	
Does the proposal involve residential building work (within the meaning of the Home Building Act 1989)?			<i>Please tick appropriate box</i>
<input type="checkbox"/>	Yes – complete either Part A , Part B or Part C below if these details are known		
<input type="checkbox"/>	No – proceed to Section 9		
Part A			
If the work will be carried out by a licensed contractor, complete the following:			
Licensee's Name		Contractor Licence No	
Documentary evidence must be attached to demonstrate that the licensee has complied with the applicable requirements of the Home Building Act 1989.			
Part B			
If the work will be carried out by an owner/builder, complete the following:			
Owner/Builder's Name		Owner/Builder Permit No	
Part C			
The owner of the land must read and sign the following declaration			
I....., the owner of the land, declare that the reasonable market cost of the labour and materials involved on the work is less than the amount prescribed for the purposes of the definition of "owner/builder work" in Section 29 of the Home Building Act 1989. The prescribed amount is \$10,000.			
9. Date of Commencement			
Under the Environmental Planning and Assessment Act, the person having the benefit of either the Development Consent or Complying Development Certificate for building work or subdivision work must give Council at least two (2) days notice of the person's intention to commence that work.			
Proposed Date of Commencement:			
10. Signage			
A sign must be placed on the development site that provides contact details for the PCA as well as the Principal Contractor and/or Owner/Builder.			
You must provide the following details:			
Name of the Principal Contractor			
Business House Contact No		After Hours Contact No	
Where Wagga City Council is engaged as the PCA this signage will be supplied and installed by Council.			

NOTICE TO NEIGHBOURS – WORKS TO COMMENCE

Dear Sir/Madam

I am writing to let you know that an application for a Internal fit out of existing building consisting of office and storage areas, sanitary facilities, and access was approved by Wagga Wagga City Council on 07/03/2023, under a Complying Development Certificate.

Works on this development can commence any time from two (2) days after this notice has been issued. The expected start date for construction is ____/____/____.

A copy of the certificate, including related plans and specification will be available for inspection at Council's office, free of charge, during office hours.

The details are as follows:

Applicant: Abh Property Pty Ltd

Local Government Area: Wagga Wagga

CDC reference number: CDC22/0258

Issued by certifying authority: Wagga Wagga City Council

Date the application was determined: 07/03/2023

Details of Principal Certifying Authority	Details of the builder on site
Name: Wagga Wagga City Council	Name:
Address: 66 Baylis St WAGGA WAGGA NSW 2650 Lot 1 DP 330512	Address:
Contact Number: 1300 292 442	Contact Number:
Contact email: council@wagga.nsw.gov.au	Contact email:
ABN: 56044159537	ABN:

Yours sincerely

Date:

Abh Property Pty Ltd

Required PCA Site Signage

From the time work is first started on the site until completion, certain signage, including identification of the PCA, must be displayed in a position visible from the street (clauses 98A and 136B of the EP&A Reg 2000). There are fines for not having the correct signage displayed. These signs are forwarded as part of the Construction Certificate documentation. They may also be obtained from Council's Development Assessment and Building Certification Team on 1300 292 442 and we will forward one to you.

Please apply in the NSW Planning Portal to Appointment Wagga Wagga City Council as your Principal Certifying Authority.

Please see below Applicants Guide to Lodging an Application for Appointment of Principal Certifying Authority

https://shared-drupal-s3fs.s3.ap-southeast-2.amazonaws.com/master-test/fapub_pdf/QRGs/Submitting+an+Application+to+Appoint+a+Principal+Certifier.pdf

Prior To Booking Inspections

We require the following documentation **BEFORE** you book the relevant inspection. An inspection request may not be accepted, or the inspection carried out, if these details have not been received:-

- Wall bracing details - layout plan, including bracing unit types.
- Engineered floor joists - layout plan, member sizes, spacings and method of connection.
- Roof trusses - layout plan, identification sections, member sizes and spacings.

Booking Inspections

We carry out inspections every weekday (except public holidays). To make an inspection booking, or to confirm requirements, please contact Development Services on 1300 292 442.

Clause 163 of the EP&A Regulation requires that the principal contractor, or the owner builder, must give the PCA **at least 48 hours notice** before each required inspection. Whilst we always endeavour to meet your inspection needs, this may not be achievable with less than 48 hours notice, and is also subject to availability.

Additional inspections due to staging of building works, variations in the construction sequence and reinspections as a result of incomplete or unsatisfactory works, may attract an additional inspection fee. Where the number of inspections requested exceeds the number of inspections paid for, you will be required to make payment for future inspections at current rates.

To avoid a potential reinspection and subsequent fees, it is strongly recommended that the principal contractor or owner builder ensures all works are completed and compliant prior to booking an inspection.

Please note: Legislation requires that the PCA is to carry out **all** nominated and critical stage inspections (*as listed in the attached approval*). An Occupation Certificate might not be issued and the building may not be able to be used or occupied where this does not occur.

Occupation Certificate

Legislation requires that an Occupation Certificate be issued on finalisation of work and prior to use. Only the PCA can issue the Occupation Certificate. The owner/person benefitting from the consent is required to complete and return to Council via the NSW Planning Portal an application form for the Occupation Certificate. This can be downloaded from our website www.wagga.nsw.gov.au.

To apply for an Occupation Certificate please complete in the NSW Planning Portal an *Application for Final Occupation Certificate*

Please see below Applicants Guide to Lodging an *Application for Final Occupation Certificate*

https://shared-drupal-s3fs.s3.ap-southeast-2.amazonaws.com/master-test/fapub_pdf/QRGs/Submitting+an+Application+for+an+Occupation+Certificate.pdf

NSW Planning Portal Portal fees

In accordance with the *NSW Environmental Planning and Assessment Regulation 2000*, applicants are required to pay a digital application processing fee for certain planning applications and certificates.

For more information please see below link:-

<https://www.planningportal.nsw.gov.au/nsw-planning-portal-service-fees>

Final Occupation Certificate

Note: 1. All details must be legibly printed in ink or typed
2. Failure to complete the form and supply the required information will result in delays.

MUST BE COMPLETED BY APPLICANT

DA No:
CC No:
CDC No:

Type of Certificate Sought

- ☐ Interim Occupation Certificate
☐ Final Occupation Certificate. Kerb and Gutter Bond refund required Yes ☐ No ☐
☐ Change of Building Use of an Existing Building
☐ Occupation/use of a New Building

Applicant's Details

Title Name Surname
Company ABN
Postal Address Post Code
Phone Mobile Work
Email Fax

By signing below, I advise that the application form is completed and the information required by Council is attached.

Signature Date

Note: ALL correspondence will be forwarded to the address provided above

Owner's Details

Owner's Name
Owner's Address
Phone Email

I/we consent to this application (Note: consent of all owners is required)

Signature Date
 Date

(Owner's signature to consent to lodgement of application)

Site Details

Address	<input type="text"/>	City	<input type="text"/>
Legal Description (Lot & DP)	<input type="text"/>		
Site Area	<input type="text"/>	m ²	

Building Details

☐ Whole of Building ☐ Part of Building ☐ Use of Building

Use of building

Building Code of Australia Classification (this must be the same as that specified in the development consent or complying development certificate)

Boundary Adjustment

☐ New Building ☐ Existing Building

Required Attachments Where Relevant

Required certificates for Class 2-9 Buildings(Industrial/Commercial)

- Final Fire Safety Certificate or Interim Fire Safety Certificate (where relevant) to reflect the requirements of the Fire Safety Schedule.
- Energy Efficiency (Section J) Compliance Certificate/Letter.
- Structural engineers certification (where required).
- Glazing certificate(where required).

Other Certificates relied on including Class 1&10 Buildings(Residential)

- Waterproof Certificate for Wet Areas
- Frame & Truss Detail /Certification
- Termite Protection Certificate (Copy to Council, sticker installed in power meter box)
- Basix Compliance Letter
- Smoke Detector Installation Certificate (Issued by Electrician)
- Survey report (where required)
- Bushfire letter of compliance
- Certificate of Impermiability (for all Lloyd Developments)

Council has created some of the above listed Compliance Forms for use located on the website under the following link;

<http://www.wagga.nsw.gov.au/city-of-wagga-wagga/planning-dev/application-forms,-attachments,-guides-and-checklists>

Note: The Regulations require a copy of Development Consent, Construction Certificate or Complying Development Certificate, however it is noted that Council would have a copy of these documents on file, therefore additional copies are not required.

Refund Details (If Applicable)

Account Name	<input type="text"/>		
BSB	<input type="text"/>	Account Number	<input type="text"/>

Date of Receipt

Date received (to be completed by Certifying Authority)