

LODGEMENT CHECKLIST – Construction Certificate (NSW)

✓ Please tick each box relevant to your application

ONE (1) digital copy of ALL plans and documentation is required.

- Application Form (Completed & signed)**
- Development Consent**
- Deposited Plan & Covenants/Restrictions****
- Title Search Certificate ** (Proof of ownership – certificate must be less than 3 months old)**
- Insurance Certificate (Home Building Compensation)**
- Owner Builder Certificate (if applicable)**
- Construction details**
 - Structural engineer's plans
 - Engineer's Compliance Certificate (Design)
 - Specifications
 - Truss details
 - Soil test report
 - Termite protection details (if applicable)
 - Fire safety details
 - Relevant Australian Standards to which the following building components are to be constructed: footings, framing, site drainage, termite, fire safety, wet areas, light & ventilation etc.
 - Evidence of any accredited components, process or designs
- Miscellaneous**
 - Long service levy receipt
 - Development contributions Receipt (if applicable)
 - Bushfire assessment report (if applicable)
 - Plumbing permit
 - Road opening permit
 - Builder's contract (If available)
 - Any documents requested to be submitted to the Consent Authority as a condition of development consent
- Principal Certifier (PC) Appointment**
 - Certification application fees paid
 - PC Appointment form signed
- Site plan**
 - Scale (1:200), north point
 - Site boundary dimensions
 - Setback dimensions
 - Location of easements (type)
 - Contours to AHD (existing and proposed)
 - Location of structures (existing and proposed)
 - Location of driveways, vehicle parking/ maneuvering areas, vehicle crossing, footpath (existing and proposed) with levels to Australian Height Datum (AHD)
 - Location of trees/vegetation (existing and proposed)
 - Location of fences (existing and proposed)
 - Location of drainage facilities/services (existing and proposed)
- Structures/trees to be removed identified
- Proposed cut/fill (area, type, level to AHD)
- Finished floor levels (AHD)
- Stormwater to Legal Point of Discharge
- Floor Plan**
 - Scale (1:100), north point
 - Building, room dimensions
 - Room usage
 - Location of window/door openings
 - Floor level to AHD
 - Wall/floor materials
- Elevation plan and Section plan**
 - Scale (1:100)
 - Floor, ceiling height dimensions to AHD
 - Overall building height dimensions to AHD
 - Existing and proposed ground levels, adjacent road and footpath levels at all driveways and building entrances to AHD
 - External building materials, finishes
- BASIX Certificate** (may be omitted for additions/alterations with value under \$50,000 and swimming pools with capacity under 40,000 litres)
 - Dated no earlier than 3 months before lodgement of DA application
 - BASIX Property description (e.g. Street No. and Name) is correct
 - BASIX Suburb and Postcode is correct
 - Plan type and number and Lot number
 - BASIX Project Type matches description of this development application
 - BASIX commitments detailed on plans
- NatHERS Certificate** (and stamped endorsed plans)

**** Impact Building Approvals can obtain Title & Restrictions Docs if required for an additional fee of \$66 per document. (Please advise)**

NOTE: Applicants must ensure that all the relevant check boxes have been ticked and that all the information requested is attached before lodging the application.