

# APPLICATION FOR DOMESTIC CC / CDC - CHECKLIST

Please provide the following documentation for a  
Construction Certificate or Complying Development Certificate on E-Planning Portal.

No.		Description
01	<input type="checkbox"/>	Completed iPermit Building Approvals Contract (available at <a href="http://www.ipermitba.com.au">www.ipermitba.com.au</a> NSW Forms)
02	<input type="checkbox"/>	Development consent, endorsed plans and BASIX certificate (if applicable) (100% consistency required with Architectural Plans for CC/DA application)
03	<input type="checkbox"/>	Copy of Title (within last 90 day, including all particulars – subdivision, covenants, S88B, developer approval, etc) – If title does not reflect correct ownership, also provide proof of ownership (ASIC, rates notice, solicitor letter or the like)
04	<input type="checkbox"/>	Domestic Building Insurance (COW >\$20,000) or Owner Builder Permit
04	<input type="checkbox"/>	Copy of Domestic Building Contract (if applicable - COW >\$10,000)
05	<input type="checkbox"/>	Long service levy (LSL) payment receipt (COW >\$250,000) (cost of works x 0.25% payable to the Long Service Corporation)
06	<input type="checkbox"/>	From relevant council: <ul style="list-style-type: none"> <li><input type="checkbox"/> S10.7(2) Planning Certificate (only required for CDC applications)</li> <li><input type="checkbox"/> LGA - Approval to Install a Septic Tank System (if applicable)</li> <li><input type="checkbox"/> LGA - Plumbing Approval (if applicable)</li> <li><input type="checkbox"/> LGA - Solid Fuel Heater Approval (if applicable – not required if approved by DA)</li> <li><input type="checkbox"/> Section 307 Certificate (only required for CDC applications)</li> <li><input type="checkbox"/> Flood certificate (if applicable for CDC applications)</li> <li><input type="checkbox"/> Cross over permit (if applicable for CDC applications)</li> </ul>
07	<input type="checkbox"/>	Bushfire Attack Level Assessment (BAL)* (if applicable – assessment by Council or Registered Bushfire Assessor) – Details to be provided with application – Note: If Development Consent issued, this will assess the Bushfire Level.
08	<input type="checkbox"/>	BASIX Certificate with endorsed plans for new dwellings or alterations/additions that exceed \$50,000 and/ or swimming pools with capacity greater than 40kL (incl. showing BASIX requirements on architectural plans)
09	<input type="checkbox"/>	Soil Test Report (incl. site survey/ re-establishment survey if applicable)
10	<input type="checkbox"/>	Engineering drawings, computations, wall bracing and tie down plan (incl. certificate of compliance for design)
11	<input type="checkbox"/>	Project Specifications (must reference Australian Standards)
12	<input type="checkbox"/>	Full set of Construction Plans to scale, including:- <ul style="list-style-type: none"> <li><input type="checkbox"/> Site/Allotment plan(s) showing: All boundaries, site dimensions, easements, fill/cut, site levels, finished floor levels, Stormwater drainage plans (incl. DP's) to LPOD, existing and proposed buildings, adjoining allotments (existing building/vacant), etc.</li> <li><input type="checkbox"/> Floor Plan, Elevations and Sections</li> <li><input type="checkbox"/> Articulation Joint Plan (if no structural engineering design)</li> <li><input type="checkbox"/> Structural drawings and compliance certificate(s) (if no structural engineering design)</li> <li><input type="checkbox"/> Wall framing, bracing and layout plan (if no structural engineering design)</li> <li><input type="checkbox"/> Artificial lighting plan and calculations</li> </ul> <p>(If plans are larger than A3 size, hard copies will be required for our file)</p>
13	<input type="checkbox"/>	Swimming pools will require the following, in addition to the above:- <ul style="list-style-type: none"> <li><input type="checkbox"/> Pump and filter details (if sand or glass filter a plumbing approval is required)</li> <li><input type="checkbox"/> Location of proposed swimming pool and fencing (including dimension of pool, setbacks, etc.)</li> <li><input type="checkbox"/> Pool fence and gate specifications to AS1926.1 (material, heights, openings less than 100mm, etc.)</li> </ul>