

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	☐	Completed iPermit Building Approvals Contract (available at www.ipermitba.com.au NSW Forms)
02	☐	Development consent, endorsed plans and BASIX certificate (if applicable) (100% consistency required with Architectural Plans for CC/DA application)
03	☐	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	☐	Domestic Building Insurance (COW >\$20,000) or Owner Builder Permit
04	☐	Copy of Domestic Building Contract (if applicable - COW >\$10,000)
05	☐	Long service levy (LSL) payment receipt (COW >\$250,000) (cost of works x 0.25% payable to the Long Service Corporation)
06	☐	From relevant council: ☐ S10.7(2) Planning Certificate (only required for CDC applications) ☐ LGA - Approval to Install a Septic Tank System (if applicable) ☐ LGA - Plumbing Approval (if applicable) ☐ LGA - Solid Fuel Heater Approval (if applicable – not required if approved by DA) ☐ Section 307 Certificate (only required for CDC applications) ☐ Flood certificate (if applicable for CDC applications) ☐ Cross over permit (if applicable for CDC applications)
07	☐	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	☐	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	☐	Soil Test Report (incl. site survey/ re-establishment survey if applicable)
10	☐	Engineering drawings, computations, wall bracing and tie down plan (incl. certificate of compliance for design)
11	☐	Project Specifications (must reference Australian Standards)
12	☐	Full set of Construction Plans to scale, including:- ☐ 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. ☐ Floor Plan, Elevations and Sections ☐ Articulation Joint Plan (if no structural engineering design) ☐ Structural drawings and compliance certificate(s) (if no structural engineering design) ☐ Wall framing, bracing and layout plan (if no structural engineering design) ☐ Artificial lighting plan and calculations <i>(If plans are larger than A3 size, hard copies will be required for our file)</i>
13	☐	Swimming pools will require the following, in addition to the above:- ☐ Pump and filter details (if sand or glass filter a plumbing approval is required) ☐ Location of proposed swimming pool and fencing (including dimension of pool, setbacks, etc.) ☐ Pool fence and gate specifications to AS1926.1 (material, heights, openings less than 100mm, etc.)