

## Dual Occupancies & Terraces

The following documents are required prior to the issue of a Complying Development Certificate.

Document Name	Description
<b>Application Form</b>	Buildcert's application form must be completed prior to lodgement of the Complying Development Certificate application. All property owners must sign the application form.
<b>Architectural Plans</b>	Architectural plans completed by an Architect or Draftsman. The plans are to include: a site plan, floor plan, external elevations, sections plan, construction details and CDC building envelope. Plans are to an accurate assessment to be undertaken.  Note: Projects to be assessed under the Low-Rise Housing Diversity Code require a Registered Architect or Registered Building Designer to complete the plans.
<b>Title Search, DP, 88B</b>	A Title Search is required to confirm ownership. A Deposited Plan and 88B instrument are required to confirm any restriction or easements that may apply to the lot. These may be sourced from <a href="#">Infocert</a>
<b>Section 10.7 Planning Certificate</b>	A Planning Certificate determines the zoning, permissibility of Complying Development and any other sensitivities on the lot. This certificate may be sourced from <a href="#">Infocert</a>
<b>Structural Engineering Plans</b>	Structural engineering plans are to be prepared and endorsed by a Structural Engineer for all structural components i.e. footings, slab, steel frame, bracing.
<b>Hydraulic Plans - Stormwater</b>	Stormwater plans prepared by a Civil/Hydraulic Engineer and supporting Design Certification to confirm compliance to Council's Development Control Plan and Australian Standard AS3500.
<b>Local Water Authority Endorsement</b>	Evidence from the local water authority to confirm compliance with the authority's requirements, and to ensure the development does not impact existing underground infrastructure.
<b>Building Specifications</b>	Document that provides a quality statement which defines the minimum level of acceptable materials and workmanship for the building works – can be sourced on your behalf on request (\$30 + GST).
<b>Section 138 Driveway Crossing Approval</b>	A Section 138 approval from Council for any proposed driveway crossing/s across the public roadway/nature strip.
<b>BASIX Certificate (Building Sustainability Index)</b>	Building Sustainability Index (BASIX) – In NSW, a BASIX certificate is required for a new dwelling or for any alteration and addition of \$50,000 or more to an existing dwelling. A BASIX is also required for swimming pools above 40,000L capacity. The certificate determines the energy efficiency requirements to be incorporated into the design and can be obtained from a BASIX consultant.
<b>Long Service Levy Receipt</b>	Receipt confirming payment of a mandatory NSW Government fee for construction works, which is 0.25% of the total cost of works. This is required where the total cost of works is valued at \$250,000 or greater (materials and labour).  Note that we will provide you with an application number and online link to pay this after the CDC has been formally lodged.
<b>Design Verification Statement &amp; Completed Design Guide Checklist</b>	Projects proposed under the Low-Rise Housing Diversity Code are required to be supplemented by a completed Verification Statement and Design Guide confirming compliance to design principles. This must be completed by a Registered Architect or Registered Building Designer.

# COMPLYING DEVELOPMENT CHECKLIST



Additional documentation may be required in addition to the above and may be requested by the Certifier after the CDC is lodged and assessed. Below are common items that may be requested.

Document Name	Description
<b>BAL Certificate (Bushfire Attack Level)</b>	Applicable if the subject lot is located within a 'Bushfire Prone Area' as identified by the 10.7 Planning Certificate. A BAL Certificate is issued by an Accredited Bushfire Consultant, or the local Council, and determines the level of construction required by AS3959. The certificate must state the development is BAL29 or lower for CDC to proceed. Note that pools and non-habitable structures >6m away from the dwelling are exempt from this requirement.
<b>Flood Certificate</b>	Applicable if the subject lot is located within a 'Flood Prone Area' as identified by the 10.7 Planning Certificate. The certificate is to be issued by Council or an Engineer and must confirm full compliance with Complying Development requirements.
<b>Geotech Report (Landslip)</b>	Applicable if the subject lot is located with a 'Landslip Prone Area' as identified by the 10.7 Planning Certificate. This report will detail any additional construction or engineering requirements that are required to be incorporated into the project. Note that Dual Occupancies or Terraces cannot be approved via CDC if landslip is noted as a LEP control.
<b>Geotechnical Report (Groundwater)</b>	Applicable where excavation exceeds 1m in any location. The Geotech Report is required to confirm that no groundwater is present in the location of the excavation, for CDC to be permitted.
<b>Arborist Advice</b>	Applicable if works (including earthworks) are within 3m of a Tree. Arborist advice may be required to determine if the Tree is a Protected or Significant Species – this varies by Council Area.

