

## Dwellings, Secondary Dwellings, Alterations & Additions to a Dwelling

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

Document Name	Description
<b>Application Form</b>	Buildcert's application form must be completed prior to lodgement of the Construction Certificate application. All property owners must sign the application form.
<b>Development Consent</b>	Development Consent is the formal notice of approval from Council (DA) with conditions of consent which apply to the development. Your development consent may note certain documentation to be provided "Prior to Construction Certificate" and/or "Prior to commencement of works". These documents will be requested by our Certifiers after lodgement, if not already provided.
<b>DA Endorsed Plans</b>	Plans and documentation stamped by Council, and all documents/reports referenced in the DA (including endorsement from the Water Authority & Mines Subsidence) (if applicable).
<b>Architectural Plans for Construction</b>	Architectural plans completed by an Architect or Draftsman. These may be the same as the DA endorsed plans, however are also required to indicate Building Code compliance. The plans are to include: a site plan, floor plan, external elevations, sections plan, construction details and the CC building envelope. Plans are to be fully dimensioned and include all heights and setbacks, to allow an accurate assessment to be undertaken.
<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>Stormwater Plans</b>	Plans are to indicate downpipe locations, rainwater tank and discharge point i.e. kerb, easement.
<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>BASIX (Building Sustainability Index) Certificate</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 CC has been formally lodged.