PARAGON
Building Certifiers
Certification | BCA Reports | Consultation

# APPLICATION FORM

Environmental Planning and Assessment Act 1979 Sections 4.27, 6.4, 6.5, 6.6, 6.7 & 6.9 Environmental Planning and Assessment Regulations 2021, Section 7 & 37 of Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 & Environmental Planning and & Section 120 of Environmental Planning and Assessment Regulation 2021

I/we the undersigned hereby make an application to Paragon Building Certifiers Pty Ltd for:

| | **Office use only** |
|---|---|
| ☐ **Complying Development Certificate** | Date of Receipt: |
| ☐ **Construction Certificate** | Date of Receipt: |
| ☐ **Occupation Certificate – Part of the Building** | Date of Receipt: |
| ☐ **Occupation Certificate – Whole of the Building** | Date of Receipt: |

☐ **Appointing Paragon Building Certifiers Pty Ltd as the Principal Certifier (PC) for the project**

## APPLICANT DETAILS

Name: Email Address:

Address:

Mobile: Phone Number:

Note: The applicant must be the property owner, or a person authorized by the owner to lodge the application. However, a building contractor cannot be the applicant unless they are the owner of the property.

**SIGNATURE OF APPLICANT/OWNERS**

As the owner/applicant I confirm the appointment of the Principal Certifier as detailed below. Consent has been provided to the PC & Paragon's Building Inspectors to enter the property to carry out the inspection related to this application.

Note: Details of the application made through NSW planning portal need to be consistent with this application. Consent is given to Paragon to change in portal submission where required.

**Applicant's Signature**

**Print Names:**

**Date:**

## OWNER DETAILS & CONSENT

Name: Email Address:

Address:

Mobile: Phone Number:

☐ **I/We (Owner/s) authorize the architect/builder/third party, as applicable, to complete and lodge application for CC/CDC/Appointment of PC/OC on the NSW Planning Portal on my/our behalf.**

**As the owner/s of the subject property, I/we hereby consent to this Application for the Certificate for the proposed development described below.**

Note: Where the owner is a company, a company director must sign the form. Where the works are being carried out in strata titled building, the consent of the Body Corporate must be provided.

**Owner's Signature** **Print Name:**

**Date:**

**Owner's Signatures** **Print Names:**

**Date:**

## SUBJECT LAND & DESCRIPTION OF DEVELOPMENT:

Lot/Portion: DP/SP No.

Address:

Municipality: Property size:

Site Coverage (%): Attached / Detached:

Latitude: Longitude:

Description of Building Works:

New Building: Yes / No Change of Use: Yes / No

Attached to new building or attached to existing building:

Value of Work: $ including GST

Date of Commencement:

Change of use applications - Previous DA number & Additional information on prior approvals:

Bonded/friable asbestos to be disturbed or removed: ☐ yes ☐ no | if yes, amount: square meters

## DEVELOPMENT CONSENT & BUILDING CODE OF AUSTRALIA BUILDING CLASSIFICATION

(As nominated on the development consent)

Consent Number: Date of determination:

Part of the Building: Use:

BCA Classification:

## BUILDER / PRINCIPAL CONTRACTOR

Company Name:

Suburb: ABN:

Licensed Number:

## PRINCIPAL CERTIFIER & CONSENT TO APPOINTMENT AS PRINCIPAL CERTIFIER

Paragon Building Certifiers Pty Ltd is being appointed as the Principal Certifier of the development

Certifier Name: Paragon Building Certifiers Pty Ltd

Registration Number: RBC00045

Address: 14/18 Third Avenue, Blacktown NSW 2148

## CONSTRUCTION CERTIFICATE / COMPLYING DEVELOPMENT CERTIFICATE

Certificate No. Date of determination:

## COMPLIACE WITH DEVELOPMENT CONSENT OR COMPLYING DEVELOPMENT CERTIFICATE:

Have all conditions required to be satisfied prior to the commencement of work has been satisfied?

☐ Yes ☐ No

## LIST OF DOCUMENTS ACCOMPANYING THIS APPLICATION:

| | | |
|---|---|---|
| ☐ | ☐ | ☐ |
| ☐ | ☐ | ☐ |

## COMPLYING DEVELOPMENT CERTIFICATE - ENVIRONMENTAL PLANNING INSTRUMENT UNDER

Name of Environmental Planning Instrument under which this development is complying development.

☐ State Environmental Planning Policy (Exempt & Complying Development Codes) 2008

☐ State Environmental Planning Policy (Housing) 2021

☐ Other _____

## BASIX AFFECTED DEVELOPMENT

Is development BASIX affected development? ☐ Yes ☐ No

## HOME BUILDING ACT 1989 REQUIREMENTS:

Principal Certifier has been advised of the requirements of Cl 78C of the Regulation?

☐ Yes ☐ No ☐ Not applicable

Right of appeal: Under s 109K where the certifying authority is a council an applicant may appeal to the Land and Environment Court against the refusal to issue a Construction Certificate within 12 months from the date of the decision.

**ABS Form - The attached schedule is required to be completed for the purposes of providing information to the Australian Bureau of Statistics.**

**Particulars of the proposal**

What is the area of the land ($m^2$) .....
Gross floor area of existing building ($m^2$) .....
What are the current uses of all or parts of the building(s)/land? (if vacant state vacant)

_____
_____

Does the site contain dual occupancy? .....
What is the gross floor area of the proposed addition or new building ($m^2$) .....
What are the proposed uses of all parts of the building(s)/land?

_____
_____

Number of pre-existing dwellings .....
Number of dwellings to be demolished .....
How many dwellings are proposed? .....

How many storeys will the building consist of? .....

**Materials to be used**

Materials to be used are new or second-hand and details of any second-hand materials to be used:

Place a tick adjacent to the material, which best describes what the new work will be constructed of:

| **Walls** | **Code** | **Roof** | **Code** |
|---|---|---|---|
| Brick (double) | 11 | Tiles | 10 |
| Brick (Veneer) | 12 | Concrete or Slate | 20 |
| Concrete or stone | 20 | Fibre Cement | 30 |
| Fibre cement | 30 | Steel | 60 |
| Timber | 40 | Aluminum | 70 |
| Curtain glass | 50 | Other | 80 |
| Steel | 60 | Not Specified | 90 |
| Aluminum | 70 | | |
| Other | 80 | | |
| Not-specified | 90 | | |

| **Floor** | **Code** | **Frame** | **Code** |
|---|---|---|---|
| Concrete | 20 | Timber | 40 |
| Timber | 40 | Steel | 60 |
| Other | 80 | Aluminum | 70 |
| Uknown | 90 | Other | 80 |
| | | Unknown | 90 |

**Notes for completing APPLICATION FORM**

**Building Work**

In the case of an application for a construction certificate for **building work:**

a) copies of compliance certificates relied upon
b) scaled plan of the existing building
c) BASIX certificate

The plan for the building must be drawn to a suitable scale and consist of a general plan and a block plan. The general plan of the building is to:

- show a plan of each floor section
- show a plan of each elevation of the building
- show the levels of the lowest floor and of any yard or unbuilt on area belonging to that floor and the levels of the adjacent ground
- indicate the height, design, construction and provision for fire safety and fire resistance (if any)

Where the proposed building work involves any alteration or addition to, or rebuilding of, an existing building the general plan is to be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the proposed alteration, addition or rebuilding.

Where the proposed building work involves a modification to previously approved plans and specifications the general plans must be coloured or otherwise marked to the satisfaction of the certifying authority to adequately distinguish the modification.

The specification is:

- to describe the construction and materials of which the building is to be built and the method of drainage, sewerage and water supply
- state whether the materials proposed to be used are new or second hand and give particulars of any second hand and give particulars of any second hand materials to be used

d) where the application involves an alternative solution to meet the performance requirements of the BCA, the application must also be accompanied by:
   - details of the performance requirements that the alternative solution is intended to meet, and
   - details of the assessment methods used to establish compliance with those performance requirements

e) evidence of any accredited component, process or design sought to be relied upon

f) except in the case of an application for, or in respect of, a Class 1a or Class 10 building:
   - a list of any fire safety measures that are proposed to be implemented in the building or on the land on which the building is situated, and
   - if the application relates to a proposal to carry out any alteration or rebuilding of, or addition to, an existing building, a separate list of such of those measures as are currently implemented in the building or on the land on which the building is situated.

The list must describe the extent, capability, and basis of design of each of the measures concerned.

**Schedule of existing/proposed or modified Fire Safety measures:**

| No. | Measure | Minimum Standard of Performance | Status * | Date* |
|---|---|---|---|---|
| **Statutory Fire Safety Measures** | | | | |
| 1. | Access Panels, Doors and Hoppers to Fire-Resisting Shafts | | | |
| 2. | Automatic Fail-Safe Devices | | | |
| 3. | Automatic Fire Detection and Alarm System | | | |
| 4. | Automatic Fire Suppression System (sprinklers) | | | |
| 5. | Emergency Lifts | | | |
| 6. | Emergency Lighting | | | |
| 7. | EWIS (Sound Systems and Intercom Systems for Emergency Purpose) | | | |
| 8. | Exit Signs | | | |
| 9. | Fire Control Centres and Rooms | | | |
| 10. | Fire Dampers | | | |
| 11. | Fire Doors | | | |
| 12. | Fire Hose Reel Systems | | | |
| 13. | Fire Hydrant Systems | | | |
| 14. | Fire Seals protecting fire resisting components of the building | | | |
| 15. | Fire Shutters | | | |
| 16. | Fire Windows | | | |
| 17. | Lightweight Construction | | | |
| 18. | Mechanical Air Handling System (nominate installed systems here e.g. zone smoke, smoke exhaust, pressurisation) | | | |
| 19. | Perimeter Vehicular Access for emergency vehicles | | | |
| 20. | Portable Fire Extinguishers | | | |
| 21. | Safety Curtains in Proscenium Openings | | | |
| 22. | Smoke and Heat Alarms | | | |
| 23. | Smoke and Heat Vents | | | |
| 24. | Smoke Dampers | | | |
| 25. | Smoke Detectors and Heat | | | |

| | | | | |
|---|---|---|---|---|
| | Detectors | | | |
| 26. | Smoke Doors | | | |
| 27. | Solid Core Doors | | | |
| 28. | Stand-by Power System | | | |
| 29. | Wall-Wetting Sprinkler and Drencher Systems | | | |
| 30. | Warning and Operational Signs | | | |
| **Other Fire Safety Measures** | | | | |
| 31. | Building Occupant Warning System | | | |
| 32. | Emergency Evacuation Plan | | | |
| 33. | Fire Collars protecting fire resisting components of the building | | | |
| 34. | Paths of Travel | | | |
| 35. | Required Exit Doors (power operated) | | | |
| 36. | Self-Closing Fire Hoppers | | | |
| **Critical Fire Safety Measures *(per clause 79(3)(b) of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*** | | | | |
| 37. | | | | |
| 38. | | | | |

Notes

* Indicate whether the measure is new (n), existing (e) or modified (m)

** Date (DD-MM-YYYY) measure was assessed by a properly qualified person

A fire safety certificate must generally deal with all essential fire safety measures in the current fire safety schedule. However, the certificate need no deal with any measure the subject of some other fire safety certificate or fire safety statement issued within the previous 6 months.

The assessment of a measure must have been carried out within 3 months prior to the date on which this fire safety certificate is issued.

Attach a copy of **annual fire safety statement** for the building or confirm this an accurate statement of all the existing fire safety schedule implemented in the whole building and the land on which it is situated.

_____ _____ _____

Sign Name Date