

Environmental Planning and Assessment Act 1979

Roads Act 1993, Local Government Act 1993

**Office use only:**  
**Application No.:**  
**Property No.:**  
**Date Received:**  
**Receipt Number:**

### TYPE OF APPROVAL SOUGHT – Please indicate by 'X'

Construction Certificate (EP&A Act)	Within Public Road Reserve (S138 Roads Act)	Drainage Permit (S68 LG Act)	Other
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Description of Works being undertaken

### PART 1: APPLICANT

Applicant's Name

Postal Address

Postcode

Phone

Mobile

**Preferred method of contact**  
**email**  **post**

Email

Company Contact Person

### PART 2: LOCATION OF LAND TO BE DEVELOPED (available from your rate notice, property deeds or from Council)

Street No.

Street

Suburb

Lot (s)

Section

DP/SP No.

### PART 3: REASON FOR PROPOSED WORK

Is the works being applied for related to a Development Consent?

Yes

No

If YES, specify Development Consent No

Date of Determination

If No, specify other reason

Estimated COST OF WORKS being undertaken

\$

### PART 4: PRINCIPAL CERTIFYING AUTHORITY & COMPLIANCE AUTHORITY (Critical Stage Inspections)

A Principal Certifying Authority (PCA) must be appointed prior to commencement of work. (Generally Council is the only option for the PCA for Subdivision Works).

The PCA will receive Compliance Certificates in respect of works and products required by the Council's Manual of Engineering Standards and the consent to this application.

Do you wish to appoint Council as the Principal Certifying Authority?

**PART 6: BUILDER/CONTRACTOR DETAILS** (If known, otherwise to be submitted to Council for approval prior to commencement of work)

Contractor/Company Name	Phone No
Address	Postcode
Has public liability, etc been provided?	Licence No

**PART 7: COMPLIANCE CERTIFICATE RELIED UPON**

If you have any accompanying compliance certificates in respect of a product, process or design associated with this work, please list the type (e.g. geotechnical pavement report, structural design, etc)

**PART 8: OWNER'S CONSENT** (Not applicable if works are in the road reserve)

Owner's Name*	Address
As owner/s of the land to which this application relates, I/we consent to this application. I also give consent for Authorised Council officers to enter the land to carry out inspections.	*In the case of a company or trust, minimum two directors' signatures required. In the case of sole director please state 'sole director' when signing. In the case of a strata development, the strat manager must sign.
Signature (s)	
Date (All owners must sign)	(e.g. power of attorney, executor, trustee, sole director, company director)

**PART 9: YOUR DECLARATION**

I apply for consent to carry out the work described in this application. I declare that all information given is true and correct. I also understand that, if incomplete, the application may be delayed, rejected or more information be requested.

Signature(s)

Date

*Privacy Statement: Maitland City Council complies with the Privacy Code of Practice for Local Government in dealing with all personal information that is required to be supplied when an applicant completes this application. However, some of the personal information which is set out in this form will become part of the public record which Council is required to keep pursuant to the Local Government and Environmental Planning and Assessment Acts. This information may be divulged to others in accordance with the provisions of those Acts. Council may be required to divulge information pursuant to the Government Information (Public Access) Act 2009.*

Fees for	Construction Certificate (Council) Code 14	PCA (Inspections) Code 48	Compliance Authority Code #	Long Service	Other
Amount					
Receipt No					
Receipt Date					

