



Construction Certificates

What is a Construction Certificate?

A Construction Certificate is required before the commencement of building work subject to a development consent (except when a Complying Development Certificate has been issued).

A Construction Certificate certifies that:

1. the detailed construction plans and specifications will comply with the Building Code of Australia (BCA) including relevant associated structural standards and codes;
2. the detailed construction plans and specifications are “not inconsistent” with the development consent; and
3. all outstanding conditions of the development consent such as the payment of section 94 contributions, security deposits, bonds, and conditions of consent must be finalised before a Construction Certificate is issued.

A Construction Certificate may be issued by Council or by a private accredited certifier.

When should I submit my application for a Construction Certificate?

We are able to process your Construction Certificate application after your development application has been determined. Changes to submitted plans may occur during the assessment process, in response to community consultation and conditions of consent. For this reason, you should lodge your application for a Construction Certificate after your development application has been approved. You will then be able to demonstrate compliance with your development consent and avoid further costs and delays. A

Construction Certificate cannot be issued unless it is consistent with the development consent.

How do I submit my application for a Construction Certificate?

Your application must be submitted on the application form provided by Council or a similar form provided by an accredited certifier. You should personally lodge your application so we can check it to ensure that all of the necessary information has been provided. Applications sent by facsimile are not acceptable. The application fee must accompany your application.

What information is required with a Construction Certificate application?

To decide whether your proposed building will comply with the development consent and the BCA, we need to see the detailed plans and the building specifications. This is a legal requirement set out in section 81A(2) of the Environmental Planning & Assessment Act 1979. Note that, a reference to an Australian Standard or a requirement of the BCA in the specification is sufficient for us to determine compliance with the BCA but may not be sufficient for us to determine compliance with the development consent.

If you are an Owner-Builder seeking approval for residential building work exceeding \$5,000 you must apply for a permit at the Office of Home Building & (OHB) 8 Baylis Street, Wagga Wagga 2650. A copy of the permit must be provided with your application. The OHB will require a DA number to be obtained firstly from the Council.

If you are using a licensed builder for residential work exceeding \$12,000 you must obtain Home Building Act insurance. A certificate of insurance must be provided with your application.

If you are an Owner-Builder and the work exceeds \$12,000 and you intend to sell within 6 years, you are required to have home warranty insurance the same as a licensed builder.

Specifications

Specifications are required to describe the standard to which a building is to be constructed in terms of structural, operational and aesthetic aspects.

The specification must include:

- a reference to the approved DA plans;
- a description of construction materials, for the:
 - walls, (internal/external)
 - floors
 - windows
 - roof, including lining
- the relevant standards for constructing the following building components:
 - footings/structural elements
 - timber framing
 - drainage-water/sewage
 - oil or solid fuel heating appliances
 - termite control
 - fire safety measures, eg fire resistance levels and essential fire safety services
 - wet areas
 - lighting/ventilation
 - sound transmission class rating
 - stair construction and balustrades.
- evidence of any accredited component, process or design to be relied upon, where relevant;
- site preparation; and
- finishes.

Plans

The plans are required to define the extent of building works by outlining its configuration, use, appearance and fire safety provisions.

The plans must include:

- full dimensions, drawn to a suitable scale
- a plan of each floor section
- a site plan
- each elevation of the building

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- levels of the lowest floor and any yard or vacant area belonging to that floor and the levels of the adjacent ground
- the height, design, construction and provision for fire safety and fire resistance; and
- identification of any alterations and additions to an existing building.

Supporting information

Supporting information is often required to supplement plans and specifications.

Likely examples are:

- copies of Compliance Certificates relied upon;
- if relevant, the provisions made for fire safety and fire resisting construction; and
- alternative solutions, if your proposal does not satisfy the deemed provisions of the BCA.

What else do I have to do before commencing construction

You must appoint a Principal Certifying Authority (PCA) and you must give us at least 2 days notice of your intention to commence building work. You can appoint Council as your PCA or you can appoint a private certifier. If you appoint a private certifier to act as your PCA you must notify us. Private certifiers can provide you with a standard notification form, which should be submitted to Council.

The PCA is responsible for co-ordinating and taking responsibility for checking the building for compliance with the development consent and the BCA during construction. It is therefore the responsibility of the PCA to ensure that any required Compliance Certificates are provided. Compliance Certificates specify that work has been completed as stated in the certificate and complies with the detailed plans and specifications. Compliance Certificates are required at each stage of construction such as for:

- foundations

- footings
- damp proof courses
- concrete reinforcement
- structural beams and columns
- timber framing;
- wet area sealing; and
- stormwater

If you require any advice or assistance with preparing and submitting your application for a Construction Certificate, please telephone us on 6924 1277, weekdays between 9.00 a.m. and 5.00 p.m.

Junee Shire Council

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