NOTICE OF COMMENCEMENT OF BUILDING AND APPOINTMENT OF PRINCIPAL CERTIFYING AUTHORITY

City of Botany Bay

Enquires: 9366 3666 **www.botanybay.nsw.gov.au**

Date Lodged **CC no.**

ABOUT THIS FORM

Use this form to notify council that you intend to commence building or subdivision works and that you have appointed a principal certifier. This application must be lodged in person at the Botany Bay Council Administration Centre at 141 Coward Street, Mascot between 8:30am and 4:00pm Monday to Friday

The personal details requested on this form are collected and used expressly for processing the application. The supply of this information is voluntary. If you do not provide the requested information Council will not be able to process your application/payment. Acces to information that you provide is restricted to authorised officers as per statutory requirements. Council is to be regarded as the agency that holds the information. You may apply for access or amendment to information about you and your dealings with Council.

PART A – Location Details of Development

Unit/Street No.

Street Name

Suburb/Town

State

Postcode

Property Lot Number

Deposited Plan or Stata Number

Area of Land

PART B – Applicant Details

APPLICANT DETAILS

Given Names (all given names and no initials)

ACN (if corporate entity)

Family or Corporation Name

RESIDENTIAL / BUSINESS ADDRESS

Unit/Street No.

Street Name

Suburb/Town

State

Postcode

Phone

Mobile

Fax

Email

PART C – Development Details

Please describe the proposed development. *(Tell us exactly what you propose to do e.g. construct new house, pool, fence, landsacping)*.

Please provide the application details

DA Number (or Complying Development Cert)

Date Lodged

Construction Certificate Number

Date Lodged

PLANNED DATE OF COMMENCEMENT OF WORK

PART D – Steps teken by the Applicant

☐ I have met all the conditions in the Development Consent or the Complying Development Certificate required to be satisfied before I can begin work. (Conditions may include, but is not limited to, payment of bonds, Section 94, endorsement of designs or stormwater, requests for further information)

☐ I have appointed a Principal Certifying Authority. Details are as follows:

Name of Principal Certifying Authority

ACN (if corporate entity)

ADRESS OF THE PRINCIPAL CERTIFYING AUTHORITY

Unit/Street No.

Street Name

Suburb/Town

State

Postcode

Phone

Mobile

Fax

Email

Acreditation Body

Accreditation No.

PART E – Details of Work

1. Are you going to build a house or other dwelling or alter or add to a dwelling?

☐ Yes (Please complete 2 below)
☐ No (Please complete 3 below)

2. Are you an owner/builder?

☐ Yes Please state owner builder permit number _____
☐ No (Please complete 3 below)

3, Will the work be carried out by someone who is licensed to do so?

☐ Yes (Please fill out section F - Builder details)
☐ No (Please answer the following question)

Have you attached to this notice a declaration (signed by each owner of the land) that the reasonable market cost of the labvour and materials to be used is less than $3000)?

☐ Yes ☐ No

PART F – Builder Details

Given Names (all given names and no initials)

Family Name

Mobile Number

Phone number

Contractor Licence Number

Fax

Email

Have you attached to this notice evidence that the licensed person is insured to carry out this type of work?

☐ Yes
☐ No

PART G – Declarations (Both Principal Certifier and Applicatn)

Principal Certifier

As the principal certifier, I acknowledge that I have seen evidence that the builder is licensed and insured, or that I have seen evidence that the building works are to be undertaken by a person with an owner/builder permit.
I acknowledge that I have been appointed by the applicant to carry out the role of Principal Certifyer for the development

Certifiers Signature: ……Date: …….

Applicant (or applicants agent)

Applicants Signature: ……Date: …….

Name if not applicant: ……Capacity if not applicant .....……

Please submit your form to Council using one of the following methods:

Email:
council@botanybay.nsw.gov.au
titled: “Attention Compliance”

Post:
City of Botany Bay
Compliance
141 Coward St
Mascot NSW 2020

Fax:
(02) 9366 3777