



FURTHER INFORMATION

Moree Plains Shire Council
Level 2, 30 Heber Street
PO Box 420
MOREE NSW 2400
Tel: 02 6757 3222
Fax: 02 6752 3934
council@mpsc.nsw.gov.au

Office Use Only	Application Number
	<input type="text"/>
Date Received	
<input type="text"/>	

Construction Certificate

for Public Engineering Works

Property

Lot and DP numbers are found on the Certificate of Title or on a Rates Notice.

Note: Not all properties have section numbers

Lot No	Section No	DP No
<input type="text"/>	<input type="text"/>	<input type="text"/>
Street No	Street Name	
<input type="text"/>	<input type="text"/>	
Town	State & Postcode	
<input type="text"/>	<input type="text"/>	

Owner

This section must be completed and signed by ALL owners.

Companies will need to either provide their ACN or attach letterhead correspondence indicating the approval to lodge the application

Names / Company Name

Australian Company Number (ACN) *(Provide when the owner is a company)*

Postal Address

Town	State & Postcode
<input type="text"/>	<input type="text"/>

Telephone Number	Fax Number
<input type="text"/>	<input type="text"/>

Email Address

I/We the undersigned are the owner(s) of the property described in this application and consent to its lodgement.

I/We hereby permit any duly authorised officer of the Council of Moree Plains Shire to enter the land or premises to carry out inspections and surveys or take measurements or photographs as required for the administration of the Act(s), Regulation or Planning instrument.

Owner 1 Signature	Owner 1 Name <i>(please print)</i>	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
Owner 2 Signature	Owner 2 Name <i>(please print)</i>	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant

The Applicant is the owner or agent chosen by the owner of the land to act on their behalf in the management of the application.

All correspondence and communication is directed to the Applicant

Name / Company Name

Postal Address

Town

State & Postcode

Telephone Number

Fax Number

Email Address

I /We hereby apply for a Construction Certificate for Engineering Works to carry out the Development described below.

I/We grant consent to Moree Plains Shire Council for the release of any plan(s) and documents submitted in relation to this development application for the purposes of Council fulfilling its requirements under the *Government Information (Public Access) Act 2009*. To assist the progress of this Application, I/We agree to copies of correspondence being forwarded to the owner/s.

I/We undertake to develop in accordance with any approval granted by the Council and conform with the provisions of the relevant Act(s), Regulations, codes and the Local Environmental Plan.

I/We, further undertake to pay any fee or charge assessed by Council in connection with the development and indemnify Moree Plains Shire Council against all claims arising from negligence (or otherwise) resulting from work carried out in connection with the development within the road reserve.

Signature

Applicant Name *(please print)*

Date

Description

Detailed description of the proposed development and detail all works and any proposed use.

Value

Value \$ _____

Political Donations and Gifts

Any reportable political donation and/or gift to a Councillor or Council employee within a two year period before the date of this application must be publicly disclosed.

Are you aware of any person with a financial interest in this application who made a reportable donation or gift in the last two (2) years?

- No** ▶ In signing this application I undertake to advise the Council in writing if I become aware of any person with a financial interest in this application who has made a political donation or has given a gift in the period from the date of lodgement of this application and the date of determination.
- Yes** ▶ Complete the Political Donation and Gifts Disclosure Statement from and lodge with this application.

Note: Failure to disclose relevant information is an offence under the Act. It is also an offence to make a false disclosure statement.

**Privacy & Personal
Information
Protection Notice**

Purpose of Collection:	For Issue of certificates.
Supply:	Certificates Application is voluntary, however required in order to obtain a certificate.
Access/Correction & Storage:	Moree Plains Shire Council will collect and store the information. You can access the correct information by contacting your local Council.

**Lodgement
Details**

You can lodge the completed application by:	
Mail:	PO Box 420, Moree NSW 2400
In Person:	Level 2, 30 Heber Street, Moree NSW 2400
Email:	council@mpsc.nsw.gov.au
What Now:	For further information regarding your application please contact your local Council.

INFORMATION FOR APPLICANTS

CONSTRUCTION CERTIFICATE FOR PUBLIC ENGINEERING WORKS

Construction Certificates are required before works required in the Development Consent can proceed. The application for a construction certificate is to be made to Council by the applicant for the development consent. Complete detailed drawings showing engineering details are required with a Construction Certificate application. It is not possible to issue a certificate "conditional upon such details being submitted later". Application fees payable will be assessed by Council's Engineering Department after lodgement. The fees are reviewed each year and are noted in Council's Fees and Charges.

DOCUMENTS REQUIRED

1. Application form

2. Plans

Initially one set of the preliminary plans is to be submitted. Following review, three copies of plans and specifications should be submitted.

- Design Plans shall be clearly set out so as to present the design concepts in such a way that the project can be understood, specified for construction and satisfactorily built.

3. Plans, on A3 sheets shall include:

- Locality Sketch and Index of Sheets.
- Development Consent Number.
- General Plan with contour details and a clear indication of the extent of the work, topographic information, existing vegetation, property boundaries and waterways. Scale – 1:1000
- Road Cross Sections showing road pavement widths, depths, batter slopes, kerb and gutter types, cycleways, footways, pavement design, surface treatment and edge treatment. Scale – 1:100 Natural
- Plan and Longitudinal section, scale 1:500 or 1:100 showing services.
- Drainage Plan and profiles, and schedule of drainage elements, including subsoil drainage, easements, and interlot drainage and catchment details/boundaries at scale 1:100, 1:500 or 1:4000 and calculations.
- Intersection Layout Details including line marking, pavement marking and signposting.
- Erosion and Sedimentation Control Plans (short term and long term treatment). A copy of Council's Erosion and Sediment Control Policy is available at Council's Planning counter.
- Landscape plans to show any proposed street trees, garden plots or public reserves.
- Works as executed plans shall be submitted to Council by a certified registered surveyor where the construction works vary from information shown on plans/specification, at time of subdivision release certificate.

4. Defects Liability/Maintenance Bond

- The bond is payable to Council for ensuring, the due and proper performance and maintenance of public work as required in the conditions of development consent, the Engineering plans, and Council Codes and Specifications.
- The bond shall be paid by the applicant for the construction certificate, prior to issue of the subdivision certificate or occupation certificate.

The bond shall be in the form of cash or banker's guarantee, shall be equal to 5% of the value of the public works and shall be held for a minimum period of 12 months from satisfactory completion of the work in accordance with conditions of development consent and Council's Codes and Specifications. At the end of the period, a site inspection shall be held involving the applicant, the contractor for the work and Council's Engineering Department representative.

- If the work is agreed to be satisfactory, the bond shall be returned to the applicant.
- If the work is deemed not to comply with Council Codes and Specifications, as notified in writing, the bond shall be retained in part or in whole for a further period of twelve months and the inspection process will then be repeated.

5. Certificate of practical completion

- On practical completion of the public work, and as notified by the applicant, an inspection of the work shall be carried out by the development applicant, the contractor and the Council Engineering Department representative. If the work is deemed to meet the requirements of Council's development consent, codes and specifications and approved plans, a certificate of practical completion will be issued to the applicant. The defects / maintenance period (12 months) shall commence from this date, and application for the subdivision certificate or the certificate of occupation can be made.