



WHEN IS A CONSTRUCTION CERTIFICATE REQUIRED?

WHAT IS A CONSTRUCTION CERTIFICATE FOR BUILDING AND CIVIL WORKS?

A Construction Certificate (CC) for building or civil works certifies that the detailed construction plans and specifications for the development are consistent with the development consent and comply with the various legislations, including the Building Code of Australia, Australian Standards, RTA Guidelines, etc.

This certificate is required prior to commencing any works.

Building works - houses, shops, slabs, ramps, structural changes, etc

Civil works – new roads, kerb and gutter, works on water and sewer mains, etc

CAN I GAIN APPROVAL FROM SOMEONE OTHER THAN COUNCIL?

Council, with the exception of the State Government and the Land and Environment Court of NSW, is the only authority that can issue DA approval within Griffith.

However, once you have obtained your Development Consent, you have the choice of whom you engage as your Principal Certifying Authority (PCA) for the issue of the Construction Certificate (CC) for building works. Your PCA can be either Council or an Accredited Certifier. An Accredited Certifier can also issue a "Complying Development Certificate".

Please note that a Construction Certificate (CC) for Civil Works may only be issued by Council, and only the nominated PCA can issue the Occupation Certificate.

COUNCIL

DA approval

CC for building works

Occupation Certificates

Complying Development Certificates

CC for Civil works

ACCREDITED CERTIFIER

CC for building works

Occupation Certificates

Complying Development Certificates

WHO ARE ACCREDITED CERTIFIERS?

The State Government, through the Department of Planning, has set up a system that allows certain individuals to become accredited as certifiers. These certifiers require certain levels of knowledge and experience to become and remain certified under this system.

The Department of Planning can advise of the Accredited Private Certifiers within our area.

WHAT FEES ARE PAYABLE?

Fees and charges will be assessed based on the proposed works to be carried out in accordance with Council's Revenue Policy. For more information about fees, to obtain a quote for your development application, please contact Council's Customer Service Officers on (02) 6962 8100.

HOW DO I LODGE A DEVELOPMENT APPLICATION AND/OR CONSTRUCTION CERTIFICATE?

An applicant can lodge an application for a:

- a) Development consent for development other than “exempt” or “complying” development with Council only; or
- b) Construction Certificate for building works (where a Development Application is required) with Council or an Accredited Private Certifier; or
- c) Construction Certificate for Civil works (where a Development Application is required) with Council only; or
- d) Complying Development Certificate with Council or an Accredited Private Certifier.

Application forms can be found on Council's webpage www.griffith.nsw.gov.au or from visiting Council's Administration Building at 1 Neville Place, Griffith.

Applications can be lodged by the following methods:

By mail: City Development
 Griffith City Council
 PO Box 485
 GRIFFITH NSW 2680

In person: Griffith City Council Administration Building
 1 Neville Place
 GRIFFITH NSW 2680
 Between 8.30 am and 4 pm Monday to Friday

By internet: admin@griffith.nsw.gov.au

WHAT SUPPORTING INFORMATION DO I NEED TO SUBMIT WITH MY APPLICATION?

It will depend upon your proposal. For further information regarding supporting information, please refer to the Development Information and / or Building & Construction Guides.