

MISSED CRITICAL STAGE INSPECTION CLASS 1 & 10 FORM

Property Key:	Office Use Only
Development App No:	
Construction Cert/ Complying Dev No:	
Date Received:	

045011.2014 (JULY 2016)

LEGAL REQUIREMENTS REGARDING INFORMATION PROVIDED TO COUNCIL

Council is obliged under s.6 of the *Government Information (Public Access) Act 2009* to publish details of all development applications (including names of applicants and owners) and any associated documents on the website, except for floor plans of any residential parts of a building. Please note that the information provided by you on this form will be used by Council or its agents to process this application and it can be made available, as required by law, to other government agencies. Under the *Privacy and Personal Information Protection Act 1998*, some personal information provided on this form, such as phone numbers, will not be published on Council's website. Information regarding access to or publication of information by Council, can be referred to Council's Privacy Contact Officer.

Address details of development

Shop/Unit No:	House No:	Office Use	
Street:			
Suburb:	Postcode:		
Lot No:	Deposited / Strata Plan No:	Section:	<input type="checkbox"/>

162C Critical stage inspection unavoidably missed

The following information must be provided where a critical stage inspection has been unavoidably missed prior to further works being undertaken and/or prior to an Occupation Certificate being issued:

NOTE: *The information provided is subject to Council review*

Development Application Number:	Date of Determination:
Construction /Complying Certificate Number:	Date of Determination:
Name of Principal Contractor/Owner:	
Licence / Permit No:	
Description of Development (as per description of work on the construction certificate/complying development certificate):	
Classification of Building:	<input type="checkbox"/>

Particulars of inspection(s) missed and circumstances

Please tick type of inspection(s) missed:

- After excavation for, and prior to the placement of any footings
- Prior to pouring in-situ reinforced concrete building elements
- Prior to covering of any framework for any floor, wall, roof or building element
- Prior to covering of waterproofing in any wet area
- Prior to covering any stormwater drainage connects
- In the case of a swimming pool, as soon as practicable after the barrier has been erected
- After building works have been completed and prior to any occupation certificate being issued
- Other

Please specify below the circumstances why the inspection(s) were unavoidably missed:

	<input type="checkbox"/>

Documentary evidence

What documentary evidence has been supplied to support the acceptability of the missed critical stage inspection (eg structural engineer's certification, photographs, statutory declarations etc)

Please tick box if additional information is attached specifying these circumstances

Digital requirements and naming convention

- **Applications without a correctly formatted CD digital data disc or USB drive will not be accepted. These will be checked by Council before accepting the application**
- All documents (including written documents) and plans for all applications must be submitted on CD or USB and not password protected.
- **Each plan and each document** must be **single sided** and must be submitted as a **separate PDF** file and **named separately** eg Application form, floor plans, elevation plans, site plan etc.
- **Signatures are not to be placed on supporting documents or plans** ie Waste Management Plan, Statement of Environment Effects, floor plans, site plans etc
- Individual files for each application must not exceed 20 MB. Large files must be split into smaller size files.
- **Standard documents are required under 400dpi resolution whether they are single pages or multipage documents and must not exceed 500MB in size.**
- File names for the electronic file are to be titled using the naming convention outlined below and where possible in alphabetical order, naming each document and plan individually, including the application form: **ie Document Type + Property Address and saved in PDF format.**

Example:

- *Application form – 33 Moore Street Liverpool.pdf*
- *Checklist – 33 Moore Street Liverpool.pdf*
- *Elevation Plans – 33 Moore Street Liverpool.pdf*
- *Engineering Details – 33 Moore Street Liverpool.pdf*
- *Floor Plan – 33 Moore Street Liverpool.pdf*
- *Section Plans – 33 Moore Street Liverpool.pdf*
- *Site Plan – 33 Moore Street Liverpool.pdf*
- *Specifications – 33 Moore Street Liverpool.pdf*

Amended Plans / Supply of Additional Information

- CC Number – Additional Information – 33 Moore Street Liverpool.pdf

Does the CD or USB contain files which are named correctly and the content exactly matches all hardcopies and documents submitted with this application?

Yes No

Office
Use

Applicant/s details and declaration

NOTE: Pages 4 - 5 are not available for viewing on Council's website

Family Name(s)/Surname(s) (or company & ACN):

Office
Use

Full Given Names or Company Contact Person:

House/Unit No:

Street:

Suburb:

Postcode:

Home Phone:

Business Phone:

Mobile:

Fax:

Email:

Name of Principal Contractor / Owner:

Address of Principal Contractor / Owner:

Suburb:

Postcode:

Telephone Number of Principal Contractor / Owner:

Applicant(s) Declaration

I/we declare that all required documentation has been provided and is to an acceptable standard and all the information in the application and the checklist submitted are, to the best of my/our knowledge, true and correct. Yes No

Signature(s):

Date:

Print Name(s)

Office Use Only

PCA Statement that the works associated with the missed inspection is considered satisfactory:

I _____ being the PCA for

Site Address: _____ confirm that

1. The critical stage inspection was missed because of circumstances that I consider were unavoidable and;
2. The documentary evidence in relation to work that is the subject of this missed critical stage inspection that I relied upon and included in this record is satisfactory and;
3. That this is a record of the missed critical stage inspection in accordance with Clause 162CA(3) of the Environmental Planning and Assessment Regulation 2000 and;
4. I am satisfied, the work that would have been the subject of the missed critical stage inspection, was satisfactory having regard to the documentary evidence relied upon.

Name of PCA: _____ Accreditation No. of PCA: BPB _____

Documentary evidence that I relied upon:

Date of Statement: _____ PCA Signature: _____