

## FORM

# APPLICATION FOR BUSHFIRE ATTACK LEVEL (BAL) RISK ASSESSMENT CERTIFICATE

## STATE ENVIRONMENTAL PLANNING POLICY (EXEMPT AND COMPLYING DEVELOPMENT CODES) 2008



**Privacy Notification (Privacy and Personal Information Protection Act 1998 – Section 10)** - The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the legislation. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

Use this form to apply for a BAL Risk Assessment Certificate. To complete this form, please place a cross in the boxes and fill out the white sections as appropriate. **To minimise delay in receiving a decision about your application, please ensure you submit all relevant information.** Once Council has assessed your application, you will receive a certificate.

**NOTE**

- In accordance with State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 Part 1 General Division 2 Section 1.19A(1) to be complying development specified for any complying development code (except the Housing Alterations Code)-
  - the development must not be carried out on land in bush fire attack level-40 (BAL 40) or the flame zone (BAL FZ).
  - in the case of development specified for the Rural Housing Code-any associated access way to the development must be on land that is-
    - not in bush fire attack level-40 (BAL 40) or the flame zone (BAL FZ), or
    - grasslands

OFFICE USE ONLY

BAL No.

Date Received.

## SECTION 1 – APPLICANT DETAILS

<b>These details are to be of the person/s signing this application as applicant</b>	Mr/Mrs/Ms/Dr/Other	Given Name (or ACN)		
	Family Name (or Company Name)			
	Unit/Street No.	Street Name		
	Suburb		State	Postcode
	Daytime telephone		Fax	
	Mobile		Email	
Contact Person	(Person who may be contacted to discuss the application during business hours)			
Declaration by Applicant(s)	<p>I am/We are applying for consent for the proposed development described in this application; and</p> <p>I/We declare that all the information relating to this application and identified on any associated plans or documents is, to the best of my/our knowledge, true and correct;</p> <p>I/We declare that the electronic data provided is a true copy of all plans and associated documents relating to this application;</p> <p>I/We declare that the electronic data is not corrupted and does not contain any viruses;</p> <p>I/We understand that if there is insufficient information or documentation provided at lodgement, the application may be delayed, rejected or may result in a request for additional information; and</p> <p>I/We understand that the information and documentation provided, including personal information, will be available for public inspection and copying at Council's Customer Service Centre, and made available for viewing on Council's website.</p>			
Applicants Signature		Applicants Signature		
Name		Name		
Date		Date		

## SECTION 2 - SITE DETAILS

<b>Address: Identify the land proposed to be developed</b>	Unit/Street No	Street Name		
	Suburb		Postcode	
	Lot No.	DP/MS No.		
My property is on Bush Fire Prone Land      Yes                      No				

You can find the land parcel details on your Rates Notice from Council or on the title documents for the land.

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## SECTION 3 – DESCRIPTION OF PROPOSAL

Describe what you propose to do	Type of Proposal	Zoning
	New Dwelling	Residential
	Alterations/Additions to an existing Building	Rural

## SECTION 4 – BUSHFIRE DEVELOPMENT STANDARDS

Does your proposal meet all the relevant Document standards for your land zoning?

Yes

No

Unknown

**NOTE:** If your proposal does not satisfy all the development standards for your land zoning, you may need to reconsider your application for complying development or contact a qualified bush fire consultant for more information.<sup>33</sup>

**Council will not be able to undertake a BAL Risk Assessment unless all required information has been submitted.**

**Note – This application (or any part) cannot be lodged with Council by facsimile**

## SECTION 5 – REQUIRED INFORMATION

(Please tick where information has been supplied).

Statement of proposed development

Site plan (with reference number and dated) drawn to scale that indicates, where relevant:

- Existing buildings on site and their uses
- Proposed development
- Setbacks of proposed development to the site boundaries

BAL Risk Assessment fee

## SECTION 6 – CONSENT OF OWNER(S)

**Consent:** All owners must give their consent. Companies and Owners Corporations should refer to the Fact Sheet 'Owners Consent of Development Applications'.

I/We \_\_\_\_\_ of \_\_\_\_\_  
As Owner(s) of the property subject to this development application, give consent to the application and for Council Officers to undertake inspections of the site/premises.

Owners Signature 

Owners Signature 

Name

Name

Date

Date

## SECTION 7 – LODGING AN APPLICATION

<b>Fees</b>	All application fees must be paid at the time the application is lodged. Fees are in accordance with Council's adopted fees and charges. The applicant may contact Council's Customer Service Centre for a fee estimate prior to lodging their application.	
<b>Documentation</b>	Accompanying this application form should be all required plans, reports and other supporting information. An electronic copy of the application in its entirety will be stored in Council's electronic document management system.	
<b>Identification</b>	All plans must display a title box in the lower right corner. The title box must show the plan name, date drawn and name of drawer, version number and scale. Other documentation must be titled and identify the development site. <b>Modifications</b> – Plans to clearly show what is being modified by highlighting with 'hatching' or 'clouding'. Please do not provide previous stamped approved plans as the modification plans.	
<b>Number of Copies</b>	Upload full set of plans and associated documentation	
	Applications lodged in person or by post	One (1) digital copy and one (1) hardcopy

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<b>Electronic File Format Requirements</b>	Files must be provided in Portable Document Format (PDF). Ideally, documents should be exported from CAD or similar software directly to PDF or through PDF converter software. PDF conversion services are available on the internet and any local printing and photocopying service providers (charges may apply). <b>Any photos provided are to be in JPEG format.</b>		
	File Sizes	Each document, plan (particularly residential floor plans), drawing or report should be saved as a separate file. Any PDF file larger than 10MB will need to be split into separate PDF files.	
	File Naming	File names should be descriptive and include the file type extension eg PDF. Include Plan or Document Number and Version. Include Plan or Document Date eg 26112014.	
	Plan Scale	Plans should be provided in PDF format and <b>drawn to scale</b> clearly displayed on all plan sheets, either: show a scale for example '1:200' and state the sheet size for example 'A3'; <b>or</b> show scale as '1:200 @ A3'.	
<b>Hard Copy Format</b>	Plans	A4 or A3 standard sizes only. (Larger plans which conform to the A Series International Paper Size for larger documents may be accommodated by special arrangement.) White paper. Single-sided.	<b>Drawn and printed to scale</b> , with scale indicated clearly on all plan sheets using a bar scale for example '1:200' and state the sheet size eg 'A3' or '1:200 @ A3'.
	Reports and other supporting documentation	A4 size. White paper.	Single or double-sided. Individually bound copies – one copy must be unbound suitable for scanning.
<b>Application Amendments</b>	You may submit minor amendments to your application <b>before it is determined</b> by Council. Amendments must be lodged together with the <i>Lodgement of Additional Information form</i> , detailing the description of all amending plans and documents, together with the plans and documents they are superseding. An amendment may require the application to be re-exhibited. Where this is necessary, you will be required to pay additional fees. Amending your application will usually result in longer processing times.		