



Building Application Checklist

Applicant must complete this form and attach to the front of the Building Application, together with all plans, certificates etc as required below.

Guidance Ref	Applicant Yes	Applicant No	NCL	
			Yes	No
G R O U P 1 & 2				
G R O U P 3				
G R O U P 4				

Note: Minimum offsets:

- 1.5m from Rear and Side Boundaries
- 4m from front to kerb for an open structure and 7m for an enclosed structure.

- * All items must be checked relative to the group of Building being applied for.
- * Failure to provide all required details as checked above will result in the application being returned without consideration.
- * The building permit, if approved, expires 2 years from approved date.
- * The applicant agrees to locate all water, sewerage - stormwater, Telstra and electrical services which may be encumbent on the lot. An excavation permit is required for any works on public land.



Nhulunbuy Corporation Limited
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APPLICATION FOR BUILDING, PLUMBING & DRAINAGE APPROVAL

**** Applications for non Rio Tinto Alcan properties must be authorised by the property owner. Details of this building application may be passed to Australian Bureau Statistics for the purpose of publishing aggregated statistics.****

I hereby apply for approval to undertake Building Works, as described below on the following:

Lot Number Address

Applicant:

Name
Address Phone
Postal Address Mobile

Nature of Construction:

New Building Alteration Addition Repair

Rio Tinto Alcan Gove Property:
 Yes No

Lessee/Sub-lessee of Land:

Name Address

Licensed Builder/Plumber/Drainer:

Name Address
Registration No Phone

Group of Building

- Group 1:** Driveways, fences, retaining walls, flagpoles and other miscellaneous works.
- Group 2:** Minor buildings or additions, including car ports, patios, pergolas, garden sheds etc.
- Group 3:** Residential dwellings and major additions, including additional rooms, breezeway enclosures etc.
- Group 4:** Industrial and commercial buildings or additions.

Estimated Cost of Work Description of Works

I acknowledge that all works undertaken will be carried out in conformity with the requirements of the Building Codes and Plumbing, Sewerage and Drainage Code. Group 4 buildings to be certified by an authorised Building Certifier. Any damage caused to services or mains are the responsibility of the applicant. Locations can be viewed at the Corporation's Works Depot.

Dated this _____ day of _____ 20____
Applicant's Signature: _____

Approval of all applications are automatically subject to the Building Policy as attached.

Office Use: Building Inspector

Date Permit Issued: _____

Nhulunbuy Corporation Limited

Building Application Cost

BA

- * To be completed by applicant.
- * All amounts are GST inclusive unless otherwise noted.
- * Building application fees are a NON-REFUNDABLE payment. If your application is withdrawn or rejected, reimbursement will not occur.
- * Performance Bonds will be REFUNDED on issue of completion certificate.
- * Headworks/Kerb bond will be REFUNDED when no damage to headworks/kerbing has occurred otherwise bond will be deducted from the cost of repairs.
- * The area taken for calculation purposes is the 'under roof' area or, where not covered, the actual work area to be constructed.

Office Use Fee Codes

	GST Exclusive [A]	GST Inc. Amount [B]
Group 1: Driveways, fences, retaining walls, flagpoles and other miscellaneous works.		
Application Fee Other \$56.70	\$	[1]
Performance Bond (refundable) No GST \$50.00	\$	[Trust]
Group 2: Minor buildings or additions, including car ports, patios, pergolas, garden sheds etc.		
Application Fee \$92.40	\$	[2]
Performance Bond (refundable) No GST \$50.00	\$	[Trust]
Group 3: Residential dwellings and major additions, including additional rooms, breezeway enclosures etc		
Application Fee: Group 3 = \$447.30 Area of Building - Group 3 <input type="text"/> m ² @ \$1.39/m	\$	[3A]
Performance Bond (refundable) No GST \$300.00	\$	[3B]
Headworks/Kerb Bond (refundable) No GST \$200.00	\$	[Trust]
Group 4: Industrial and commercial buildings or additions		
Application Fee: Group 4 = \$470.40 Area of Building - Group 4 <input type="text"/> m ² @ \$2.31/m	\$	[4A]
Performance Bond (refundable) No GST \$300.00	\$	[4B]
Headworks/Kerb Bond (refundable) No GST \$200.00	\$	[Trust]
Additional Charges for Group 3 & 4 (if applicable)		
Plumbing Fixtures		
Number of Plumbing Fixtures (new) <input type="text"/> @ \$11.00ea	\$	[5]
Total no. of toilets in existing or new <input type="text"/>		Note: \$55 minimum cost
Water Meter Fee		
20mm = \$721.70, 25mm = \$902.10, 40mm = \$1690.85, 50mm = \$2113.55 * To be accompanied by completed 'Connection of Water Supply/Sewer' form	\$	Choose:
Single phase electrical installation <input type="text"/>		[6A / 6B / 6C / 6D]
Three phase electrical installation <input type="text"/>		
Power (indicate the phase required & how many) You will be charged by an RTA Contractor for the installation.		
Builder's Power Pole		
(\$50 house/\$75 duplex/\$100 Commercial) GST N/A * To be accompanied by completed 'Notice of Intention' form	\$	[Trust - BPP] separate receipt
Totals for GST Exclusive or not applicable column	\$	
Totals or GST Inclusive column	\$	
Total Amount Due	Overall Total for Columns [A]+[B]	\$

Office Use Only

Trust Account Numbers:

Performance Bond & Headworks/Kerb Bond

Builder's Power Pole

Receipt Number:

- Copy of Document to Property Clerk if:
- Plumbing or Water Meter
- Power or Builder's Power Pole

GUIDANCE NOTES

MINIMUM REQUIREMENTS FOR THE ISSUE OF BUILDING APPROVAL ARE:

- A. Where the applicant is not the owner of the land, the written consent of the owner or lessee of the land to the lodging of those plans for examination.
- B. Properly prepared plans in duplicate to a scale of not less than 1:100 for elevations, floor plans and sections.
- Sectional details to 1:10 or 1:20.
- a. A plan of each floor with overall dimensions, room sizes, purpose of rooms and wall thicknesses.
 - b. Elevations of all sides to show the shape form and finishes of all faces of the building.
 - c. Sections taken through the building to show the vertical heights of the rooms and building and proposed method of constructions, and floor level in relation to ground level.
 - d. Details to clearly explain the critical areas of construction including:
 1. members – sizes, spacings and connections.
 2. fasteners - type, size and spacing.
 3. roof and wall sheeting - type and fixing.
 4. Deemed to Comply Manual sheet numbers to be specified when applicable.
 - e. Application for supply of Electricity, must include proposed maximum demand calculations.
 - f. Application for supply and construction of Plumbing.
- C. Specification in duplicate sufficient to describe the materials to be used, together with any other relevant information. (The specification may be incorporated with the drawings).
- D. Site plan in duplicate to a scale of not less than 1:500, dimensions to show the size of the allotment of land, the position of the new building in relation to site boundaries and all existing buildings on the site and vehicle crossovers and proposed storm water drainage system.
- E. Payment of fee as prescribed for the permit to carry out the work shown on the plans.
- F. Engineer's Certificate for all applications. Exemption may be granted for outbuildings or minor additions, but only where designs are not complex or unusual.

Persons intending to construct more than one single dwelling house from a standard design require engineering for that design.

NOTE: *Properly prepared plans means accurate, fully dimensioned straight line drawings to scale in metric notation.*

The quality and standard of electrical plans being submitted for approval is in many cases substandard and lacks full details. The following information and drawings are required for checking.

1. Single line diagrams of the electrical circuit. Rough sketches are not acceptable.
2. Electrical equipment list. (eg motors, GPO's etc).
3. Maximum demand calculations in accordance with the Australian Standards AS3000.
4. Plot plan showing the location of all structures and the position of the point of attachment.

Rough sketches are no longer acceptable as they are easily changed. Any modifications to the original plans must be approved or final connection will not be made.

The procedure for electrical installations is clearly outlined in the Electrical Contractors Guidelines issued by Power and Water Authority. It is clear that these regulations are not being followed. Failure to comply with these regulations will result in Rio Tinto Alcan Gove refusing to connect supply.

All electrical inspections will be carried out by Rio Tinto Alcan (Gove) Maintenance Department. **At least seven working days notice is required for inspections.**

Electrical inspections must be done prior to walls and ceilings being lined and reasonable access must be provided to the inspectors for inspections. The final inspection shall be after the completion of all electrical work. If partial energisation is required prior to the completion of the Electrical work PAWA's Contractor's Bulletin CB 6 outlines the required procedures.

Site plans are to include water, sewerage, stormwater, Telstra and electrical.

GUIDANCE NOTES

BASIC STRUCTURAL INFORMATION REQUIRED FOR DWELLING HOUSES AND OUTBUILDINGS

1. Roof sheeting material.
2. Sheeting to batten connection.
3. Batten material, dimension, span and spacing.
4. Overbatten.
5. Batten to rafter/trusses connection.
6. Rafter sizes, spacing, span, connection to wall/column and rafter to ridge beam.
7. Holding down of roof detail and bracing.
8. Ridge beam sizes, span and connection. Ridge beam holding down and support detail.
9. Wall material. Internal and external indicate shear walls. Block work, concrete indicate thickness and reinforcing steel detail.
10. If unconventional material, what physical properties, and certified by what authority?
11. Wall to footing detail.
12. Floor material, if concrete, what thickness?
13. Footing sizes and reinforcements.
14. For elevated house – (a) floor bearer sizes, spacing, span and connection to piers;
b) floor joint sizes, spacing, connection to floor bearer.
15. Pier sizes (including height) footing detail, pier/footing detail. Pier bracing.
16. Window and door openings. Dimensions, lintel beam and associated structures.
17. A separate application must be enclosed for Plumbing and Drainage (with drawing attached).
18. All electrical installations to be shown on plan and specification details supplied (attach drawing).

Inspection Bookings

19. It is the responsibility of the applicant to ensure bookings for inspections are made with the Nhulunbuy Corporation Limited (8939 2200), *giving 24 hours notice*.

BUILDING INSPECTION SCHEDULE

Building Approvals are issued subject to inspections of work at various stages. These stages are listed below. Further work cannot proceed until each inspection stage has been approved.

Inspection Stage	Type of Inspection
1.	EXCAVATIONS for footings before any reinforcement or mass concrete is placed. Evidence of termite prevention ground poisoning in accordance with AS 2057 to be provided if required by the B.C.A. INSPECT plumbing works in position before concrete is poured. REINFORCEMENT , when formwork is complete, before any concrete is placed. TWENTY FOUR hours notice of a concrete pour is required. Inspection of actual pour may be made.
2a.	INSPECTION of sewerage and drains before backfill or covering is done.
2b.	The builder shall be responsible for all concrete testing by an N.A.T.A. laboratory and proof of strength of concrete used is to be provided to the Inspection Authority when requested.
3.	DAMP-PROOFING , tanking and flashings, slip-joint materials, before covering or building in.
4.	STRUCTURAL STEELWORK , before building in, covering, encasing, plastering, lining, or coating and cyclone bolting to masonry walls.
5.	STORMWATER DRAINAGE , site drainage before backfilling including plumbing and D.P.'s before building in, and agricultural pipes.
6.	FLOOR FRAMING , before floors are laid or underside is lined.
7.	SUSPENDED CEILING supports and false ceilings before those ceilings are fixed or lined, including fire barriers.
8.	ROOF FRAMING , before ceilings are lined or roof covering fixed.
9.	TIMBER FRAMED WALLS before sheeting or lining.
10.	FIREPROTECTIVE ENCASING , plastering, lining or coating before covering or building in.
11.	PRECAST CONCRETE UNIT CONNECTIONS between those units and the structural steel frame of the building before covering or building in.
12.	DUCT SYSTEM including floor and wall penetrations before covering or building in.
13.	ELECTRICAL INSPECTIONS when wiring is installed.
14.	ELECTRICAL INSPECTIONS when installation is ready for connection.
15.	FINAL INSPECTION and plumbing testing on completion of works.
16.	FINAL when building is completed in accordance with all requirements.

Inspections may be grouped together, as shown below, or booked separately.

GROUP A:	Inspections 1 and 2 - when excavations are complete and reinforcement is placed.
GROUP B:	Inspections 3, 4, 5 and 6 - when framing or cyclone bolting (masonry walls) is in place and before any covering in, providing it is reasonably possible to inspect all structural elements and damp-proof courses.
GROUP C:	Inspections 7, 8, 9 and 13 - when wall framework is erected and electrical wiring and water pipes fixed. Roof may be completed and linings applied to one side only of frames, providing it is possible to inspect all structural elements and flashings.
GROUP D:	Inspections 10, 11, 12 and 14 - when applicable, when structural connections are made and duct system complete, ready for testing or pressurisation before covering or building in providing it is reasonably possible to inspect all relevant elements.

FINAL INSPECTION: When building is complete.

The applicant or a person authorised by the applicant must contact the Nhulunbuy Corporation Limited to book an inspection.

All inspection bookings require 24 hours notice.

Telephone: 8939 2200