

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		NCL		
		Yes	No	Yes	No	
GROUP 1 & 2	1	Written consent of owner or lessor of land/building (if not owner)				
	A					
	2	Site Plan in Duplicate				
	D					
	3	Properly prepared plans in duplicate of proposal (deemed to comply or structural certification from manufacturer ie. Garden Sheds, carport etc.) Cyclone Rating W57 <i>(Not required for Group 1)</i>				
B						
4	Completed Application Form					
5	Fee Payable					
F						
GROUP 3	6	Properly prepared drawings in duplicate as per Guidance Notes. These drawings must be certified by an NT Registered Structural Engineer (Cyclonic) and include all aspects of construction of finished project, together with actual certificate from engineer.				
	B					
	7	Maximum Electrical Demand, including Calculations.				
	8	Application for supply of electricity.				
B						
9	Application for supply and construction of plumbing, including meter if applicable.					
B						
10	Specifications to describe materials to be used, together with other relevant information. (The specification may be incorporated onto the drawing.)					
C						
GROUP 4	11	Building Certifiers Certification of all drawings and all relevant certificates to support application.				

Note: Minimum offsets:
1.5m from Rear and Side Boundaries
7.5m at front to kerb.

* 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.

Applicant Signature