

## Application for Building, Plumbing and Drainage Approval

<b>OFFICE USE ONLY:</b>	BA Number	MWA Number
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### PROPERTY ADDRESS

Lot Number	Address
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### APPLICANT DETAILS

Name	
Postal Address	
Telephone Number – Bus.	
Telephone Number – Mob.	
Email Address	

### LESSEE/SUB LESSEE OF PROPERTY

(Applications for non Rio Tinto Alcan Gove [RTAG] properties must be authorised by the property owner)

RTAG property	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Non RTAG property - Name of sub-lease holder:		
Postal Address		

### BUILDER/PLUMBER DETAILS

Name	Address
Reg No	Telephone

### TYPE OF BUILDING WORK

Tick here

<b>Group 1 Minor Works RTAG properties</b>	Free-standing carports & garden sheds <\$10,000; shipping container installations; above-ground swimming pools; shade sails; driveways; fencing; retaining walls; satellite dishes; flagpoles etc.	
<b>Group 2</b>	Minor buildings or additions including attached carports and garden sheds >\$10,000; patios; verandahs; pergolas; in-ground swimming pools	
<b>Group 3</b>	Residential dwelling and major additions including additional rooms, breezeway enclosures	
<b>Group 4</b>	Industrial and commercial buildings and additions, including warehouses, factories, food service premises and additions/renovations of such	

## DESCRIPTION OF PROPOSED BUILDING WORK

Description Of Works				Estimated Cost:	\$
Nature of Construction	<input type="checkbox"/> New building	<input type="checkbox"/> Alteration	<input type="checkbox"/> Addition	<input type="checkbox"/> Repair	
Excavation Required:	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Excavation Permit Application is Attached		<input type="checkbox"/> Yes
Proposed use on completion of work	e.g. – Residence, Storage, Workshop, Business (nominate type of business to be carried out) etc.				

### ACKNOWLEDGEMENT

I acknowledge that all works undertaken will conform to the requirements of the current **National Construction Code of Australia**, the conditions of the **Building Permit** and the **Standard Planning Development Building and Demolition Conditions**. Any building work as described in **Group 3** or **4** must be certified by an authorised building certifier for the Northern Territory (Section 40 - Certificate of Compliance).

Any damage caused to services or mains water infrastructure is my responsibility.

Any proposed works which fall within the scope of the *Construction Industry Long Service Leave and Benefits Act* must be notified to NT Build by lodgement of the required Project Notification Form. Payment of any levy must be made prior to the commencement of any construction activity. NT Build should be contacted via email [http://www.ntbuild.com.au/ntbuild/publications\\_forms/sitealert\\_changes-to-NTBuild\\_201404.pdf](http://www.ntbuild.com.au/ntbuild/publications_forms/sitealert_changes-to-NTBuild_201404.pdf) or by phone on 08 89364070 to determine if the proposed works are subject to the Act

Details of this building application may be passed onto the Australian Bureau of Statistics for the purpose of publishing aggregated statistics.

### APPLICANT TO SIGN

	/ /2018
Signature	Date

### OFFICE USE ONLY

#### PAYMENT DETAILS

Amount Paid \$		Receipt N°		Payment Date	
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#### BUILDING APPROVAL

<input type="checkbox"/> Granted		<input type="checkbox"/> Refused	
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# nhulunbuy corporation

## Application for Water Supply / Sewer Connection

BA

I hereby apply to have the  Water and/or  Sewer connected to:

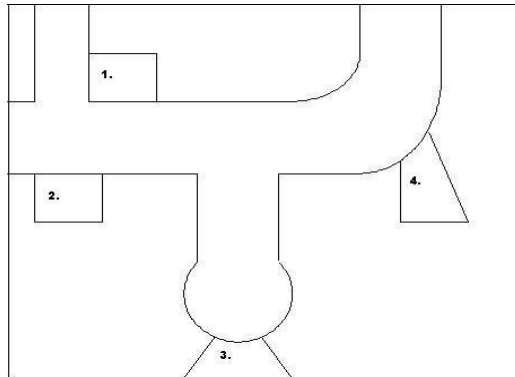
Lot Number  Address

Owners Name

Select Allotment nearest in situation to yours

1. Corner Position
2. On straight of St
3. End of Close
4. On bend

Indicate your preferred meter location



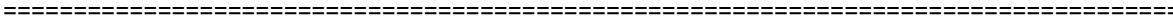
### Water Meter Fee – refer to fee guidelines

20mm       25mm       40mm       50mm

Paid in Building Application

Contact Nhulunbuy Corporation when sewerage location service is required

Signature  Date



## Application for Water Supply / Sewer Connection

**OFFICE USE ONLY**

Date received

Receipt No

Signed

**Approval**

Works Supervisor

Date

**Connection Completed**

Water Meter No

Start Reading

Signed

Date

Sewer

Signed

Date

**Database Updated**

Signed

Date

# Building Application Cost Sheet 2018

- \* 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.

	GST Exclusive [A]	GST Inc. Amount [B]	Office Use Fee Codes
<b>Group 1: Free-standing carports &amp; garden sheds &lt;\$10,000; shipping containers; above-ground swimming pools; shade sails; driveways; fencing; retaining walls; satellite dishes; flagpoles etc. at Rio Tinto Alcan Gove properties</b>			
Application Fee Other <b>\$102.00</b>		\$	[1]
Performance Bond (refundable) No GST <b>NO CHARGE</b>	no charge		[Trust]
<b>Group 2: Minor buildings or additions including attached carports and garden sheds &gt;\$10,000; patios; verandahs; pergolas; in-ground swimming pools</b>			
Application Fee <b>\$164.00</b>		\$	[2]
Performance Bond (refundable) No GST <b>\$NO CHARGE</b>	no charge		[Trust]
<b>Group 3: Residential dwellings and major additions, including additional rooms, breezeway enclosures etc</b>			
Application Fee: Group 3 = <b>\$689.00</b>		\$	[3A]
Area of Building - Group 3 <input style="width: 50px;" type="text"/> m <sup>2</sup> @\$2.10/m		\$	[3B]
Performance Bond (refundable) No GST <b>\$308.00</b>	\$		[Trust]
Headworks/Kerb Bond (refundable) No GST <b>\$500.00</b>	\$		
<b>Group 4: Industrial and commercial buildings or additions</b>			
Application Fee: Group 4 = <b>\$721.00</b>		\$	[4A]
Area of Building - Group 4 <input style="width: 50px;" type="text"/> m <sup>2</sup> @\$3.55/m		\$	[4B]
Performance Bond (refundable) No GST <b>\$308.00</b>	\$		[Trust]
Headworks/Kerb Bond (refundable) No GST <b>\$500.00</b>	\$		[Trust]
<b>All Groups: Photocopy and Admin Fees</b>			
Admin Fee - Copy of Building Plans incl GST <b>\$NO CHARGE</b>		\$	
A4 Photocopy incl GST <b>\$1.10</b> per copy <input style="width: 50px;" type="text"/> @ \$1.00		\$	
A3 Photocopy incl GST <b>\$1.10</b> per copy <input style="width: 50px;" type="text"/> @ \$1.00		\$	
<b>Water Meter Fee</b>			
20mm = \$1049.00, 25mm = \$1454.00, 40mm = \$2621.00, 50mm = \$3276 <input style="width: 50px;" type="text"/> mm		\$	
<i>* To be accompanied by completed 'Connection of Water Supply/Sewer' form</i>			
Water Meter Reading fee incl GST <b>\$21.00</b>		\$	
Re-read of Water Meter at Clients Request fee incl GST <b>\$41.00</b>		\$	
Placement of Water Flow Restrictor incl GST <b>\$259.00</b>		\$	
Reconnection of Water Supply incl GST <b>\$133.00</b>		\$	
Water Meter Test - 20mm and 25mm (Refunded if meter is faulty) incl GST <b>\$129.00</b>		\$	
Water Meter Test - 40mm and 50mm (Refunded if meter is faulty) incl GST <b>\$222.00</b>		\$	
Totals for GST Exclusive or not applicable column	\$		
Totals or GST Inclusive column		\$	
<b>Total Amount Due</b>	<b>Overall Total for Columns [A]+[B]</b>		\$ -

*Office Use Only*

<b>Trust Account Numbers:</b>	Performance Bond & Headworks/Kerb Bond	<input style="width: 100%;" type="text"/>
	Builder's Power Pole	<input style="width: 100%;" type="text"/>
	Receipt Number:	<input style="width: 100%;" type="text"/>

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

## CYCLONE MANAGEMENT PLAN

A Cyclone Management Plan is required for all building or demolition work conducted between the months of November and May (inclusive) within the Nhulunbuy Town Lease or Industrial Estate Lease areas.

Name of Applicant / Representative:		Phone:		Date:	/ / 20.
Registered Name of Company / Organisation Conducting Works:					
Description of Proposed Works:					
Location of Proposed Works:					

### **CYCLONE WATCH**

**Within 48 hrs but not expected within 24 hrs**

- Advise employees of cyclone status
- Check fuel levels in all vehicles
- Tie down all loose items and remove all loose rubbish to local refuse tip
- Ensure that all machines and all vehicles are fully fuelled and operational
- Monitor radio and/or social media for updates

### **CYCLONE WARNING**

**Expected within 24 hrs**

- Advise employees of cyclone status
- Check site to ensure all loose items are secured and/or tied down
- Move all vehicles and machinery to a safe area
- Monitor radio and/or social media for updates

### **ACTIVATION - CYCLONE IMMINENT**

**Expected within 12 hrs**

- Advise employees of cyclone status
- Brief all staff and stand-down for home preparation
- Lock all gates and secure site
- Move to a safe shelter

### **ALL CLEAR**

- Advise employees of cyclone status
- Check all equipment and vehicles before resuming work
- Check for any damage at work site
- Report damage to work site/vehicles and/or machinery to Nhulunbuy Corporation

***I have read and understood the requirements and provisions of this plan.***

Applicant / Representative:

Signed \_\_\_\_\_

Name

Date: / / 20.

## EXCAVATION PERMIT

An Excavation Permit is required for any excavation of ground within Special Purpose Lease 214 (Town), 250 (Industrial Estate) or the Airport (SML11).

### Section 1: TO BE COMPLETED BY THE APPLICANT

Excavation Permit No.

Name:		Phone:		Date:	/ / 20
Location of proposed excavation:					
Reasons for proposed excavation:					

- Provide a map location of the exact excavation in relation to the proposed site (Google map or sketch drawings with measurements accepted)

### Section 2: TO BE COMPLETED BY THE NHULUNBUY CORPORATION

A Nhulunbuy Corporation Infrastructure Team representative has reviewed the documentation currently held by Nhulunbuy Corporation to identify any sewage and/or water services on the nominated site.

- Position of water and sewer piping identified  
 Survey required before back fill  
 HV/LV Assets identified in area and RTA notified

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: / / 20

**Disclaimer:** Information provided by the NCL is indicative only. Identifying the actual location of the services remains the responsibility of the applicant. The issue of this permit by the Nhulunbuy Corporation does not indemnify the applicant and/or any persons employed by them from any liability relating to any injury to persons, or damage to property, as a result of any excavations carried out at the identified site.

### Section 3: TO BE COMPLETED BY THE APPLICANT

- The Applicant is to provide a site plan showing distances of excavations from property boundaries.  
 The Applicant is to provide a detailed description of the works including any plans or drawings.  
 All signatures on this form must be completed before excavation commences and a copy of the completed form must be held by the supervisor on the site of the excavation at all times.  
 It is the responsibility of the applicant to contact **Dial Before You Dig** to ensure adequate identification of Telstra and NBN services in the excavation area. Information must be attached to this application.  
 It is the responsibility of the applicant to engage a suitable contractor to ensure adequate identification of any domestic electrical services on the site prior to any excavation taking place.  
 It is a condition of this permit that any road crossings will be backfilled with lean-mix concrete up to 40mm from the top of the excavation, and the remaining 40mm will be filled with compacted bituminous pre-mix asphalt to the satisfaction of the Nhulunbuy Corporation. **\*\*The Manager Strategic Infrastructure is to be consulted prior to any works commencing on road crossings\*\*.**  
 **I have read and understood the conditions associated with the granting of this Excavation Permit.**

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: / / 20

Fee (as per current fee schedule) payable on submission of application.

Fee Payment Details	Fee Paid: \$	Date Paid / / 20	Receipt no.
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For enquiries please contact the Compliance & Development Officer on 8939 2200 or via email to [office@ncl.net.au](mailto:office@ncl.net.au)

<b>Permit Number:</b>		<b>Date Required:</b>	
<p align="center">An excavation permit is required for all work involving excavation of ground within Gove Operations boundaries (48 hours min notice required). This permit <b>MUST</b> commence within <b>15 days</b> from the date of "Authorise to Issue" to be valid or a new permit shall be obtained.</p>			
<b>Request for permit</b>			
<b>Applicant Name:</b>		<b>Signature:</b>	
<b>Company:</b>		<b>Date:</b>	
<b>Phone:</b>		<b>Location:</b>	
<b>Drawing / sketch no:</b>		<b>Service Order No:</b>	
<b>Work to be carried out</b> (ensure the excavation site is marked to show the location of known services / obstructions):			
<b>Work methods and special controls to be adopted:</b>			
Does this excavation involve high voltage cable above/below ground? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, a Vicinity Permit is required.			
Do the works involve vegetation removal/clearing? <input type="checkbox"/> Yes <input type="checkbox"/> No If <b>Yes</b> , a Vegetation Clearing Permit is required.			
Do the works potentially impact culture/heritage? <input type="checkbox"/> Yes <input type="checkbox"/> No If <b>Yes</b> , Cultural/Heritage approval is required.			
Is work within 50m of RDA pond? <input type="checkbox"/> Yes <input type="checkbox"/> No If <b>Yes</b> , geotechnical review required in accordance with OIM-RDA-001			
Is this an NCL associated permit (town, industrial, or airport) <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Data search / site detections</b>			
Composite services coordinator (CSC)	Drawing & database check	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Site detection carried out	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Sketch of excavation site provided	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Checklist completed	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Engineering superintendent	Site survey required	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Vegetation permit received	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Cultural/Heritage approval received	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Geotech review received	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Authorised for Issue	<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<b>Signature</b>	<b>Date</b>
<b>Approval before work can commence</b>			
Supervisor of work	Site information checked	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Work methods determined	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Confirmed Hazardous Energy Requirements with Area	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Area approval obtained to enter and conduct work	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Contractor / excavator	Acceptance of job	<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<b>Signature</b>	<b>Date</b>
<p><b>Note: excavation permit (EP) shall be displayed at the excavation site.</b></p> <ul style="list-style-type: none"> <li>• An observer is required when using mechanical equipment during an excavation.</li> <li>• Unless noted otherwise above or directed by HV personnel, mechanical excavating shall cease 200mm above or adjacent to indicated service position and its true position identified using hand tools.</li> <li>• Due care to be taken during excavation - unknown or unidentified services may be present.</li> <li>• Should any unrecorded services (cable/pipe), obstructions or contaminated site be observed / damaged during excavation - excavation work is to cease immediately and the supervisor of works notified.</li> <li>• Should any item of potential archaeological or cultural significance (Aboriginal artefact) be observed during excavation - excavation work is to cease immediately and the supervisor of works notified.</li> <li>• Only once the service/obstruction has been inspected, identified, and made safe can the excavation recommence.</li> </ul>			
<b>Completion of works</b>			
Supervisor of work	Notify surveyor to conduct survey	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Backfill and site cleanup	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	EP forwarded to CSC	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Area contacted to confirm work is completed.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Document Owner:	Senior Engineer – Mechanical	Authorised By:	Engineering Superintendent
Rev No: 10	Date of Issue: 10/07/18		Page 1 Of 2

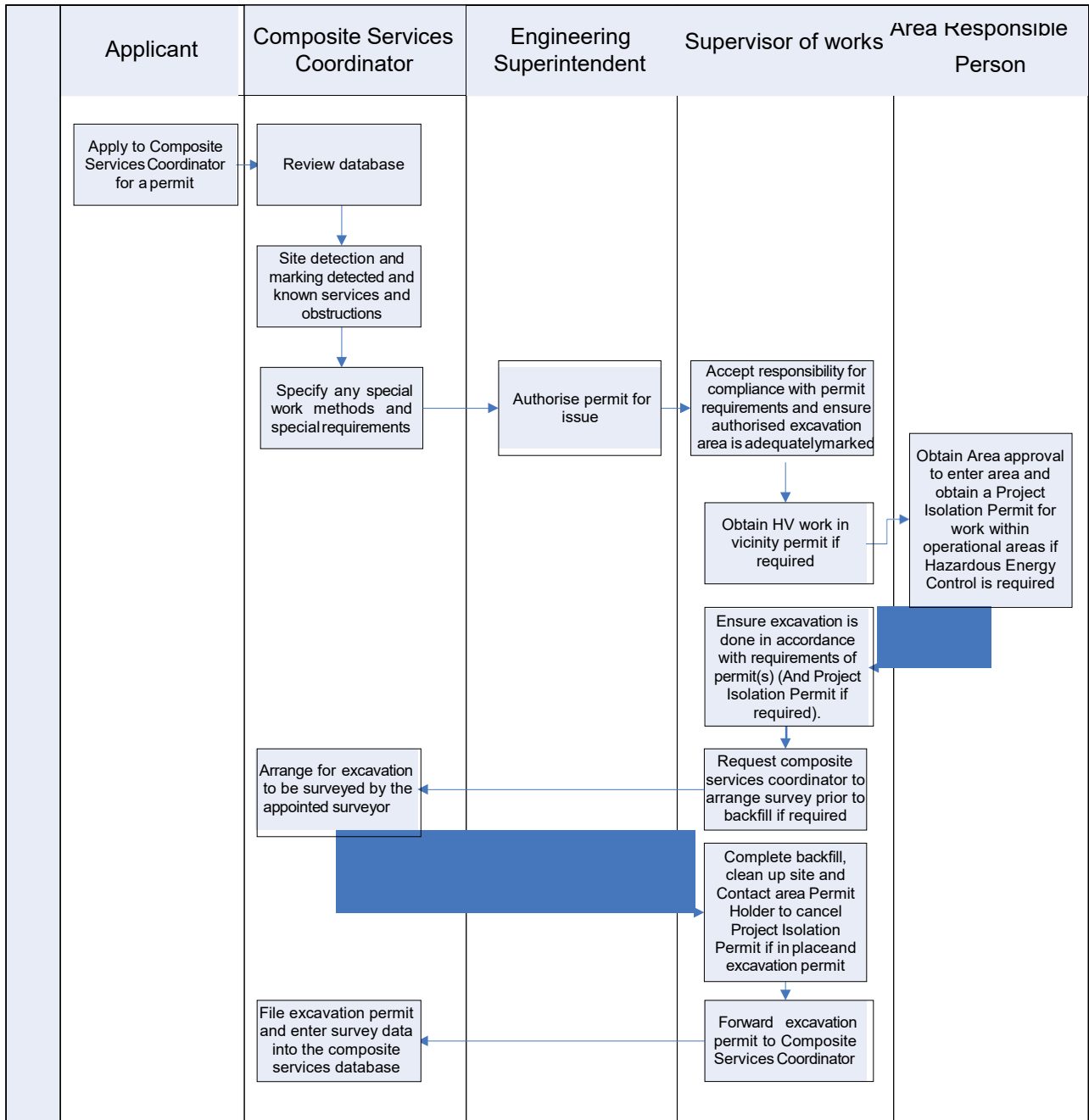
**Check the Gove Document Register to confirm that this is the current revision of this document**



**Note: No excavation is to be backfilled until a survey of services installed or exposed during excavation is completed.**

- Failure to comply with the above procedure will result in the re-opening of the excavation to confirm the location of the buried services at the contractor/excavator's cost.

Composite services coordinator	Survey data received from surveyor and entered into the composite services database. <input type="checkbox"/> Yes <input type="checkbox"/> No Provide copy of completed permit to NCL if for town, industrial or airport. <input type="checkbox"/> Yes <input type="checkbox"/> No		
		<b>Signature</b>	<b>Date</b>



Document Owner: <i>Senior Engineer – Mechanical</i>		Authorised By: <i>Engineering Superintendent</i>	
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**Check the Gove Document Register to confirm that this is the current revision of this document**

**The following pages are for the applicant's information only. Do not include the following pages in the building application submission.**

# nhulunbuy corporation

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## Standard Planning, Development, Building and Demolition Conditions

### GENERAL PROVISIONS:

1. These conditions are to be read and interpreted in conjunction with the Nhulunbuy Building By-Laws; the Planning and Development Police and the Building Policy and Procedures.
2. The proposal must be developed in accordance with the details submitted to Nhulunbuy Corporation and approved plans in relation to Development Application number **DA** except where varied by written correspondence. Building approval is to be obtained from Nhulunbuy Corporation prior to the commencement of work pursuant to the development approval.
3. The proposal must be constructed in accordance with the details submitted to Nhulunbuy Corporation and approved plans in relation to Building Application number **BA** except where varied by the relevant permit and/or written correspondence.
4. The proposal must be constructed in accordance with the details submitted to Nhulunbuy Corporation and approved plans in relation to Minor Works Application number **MWA** except where varied by the relevant permit and/or written correspondence.
5. The proposal must be demolished in accordance with the details submitted to Nhulunbuy Corporation and approved plans in relation to Demolition Application number **DMA** except where varied by the relevant permit and/or written correspondence.
6. For Rio Tinto owned properties approval is granted subject to compliance with LJ Hooker Nhulunbuy requirements as stated in their attached approval letter.
7. All building works must comply with the current editions of the **Building Code of Australia** (BCC), the **National Plumbing Code of Australia** (NPCA) and relevant **Australian Standards** (AS). Compliance with the **Deemed-to-Satisfy Provisions** is deemed compliance with the performance requirements of the Building Code of Australia.
8. For applicable constructions a **Section 40 Engineers Certificate** showing that proposed building work is Region C Terrain Category 2.5 Tropical Cyclone rated, as described in the BCA, must be provided.
9. The **Development Permit** is valid for a period of two (2) years from the date on the permit. All approved works are to adhere to the conditions contained within this document.
10. The **Building/Demolition Permit** is valid for a period of two (2) years from the date on the permit except in the case of Minor Works where the validation may be reduced to one (1) year. All works must be completed and a **Certificate of Compliance** issued within the relevant time-frame. All approved works are to adhere to the conditions contained within this document.

11. An extension of up to one (1) year may be granted upon written application to Nhulunbuy Corporation prior to the expiry of a permit.
12. All works detailed in the approved plans/standard drawings and required by any conditions of the permit must be completed prior to the issue of a **Certificate of Compliance**.
13. Construction/demolition materials and machinery must be kept within the worksite. All materials, sheds, skip bins, temporary toilets, spoil and the like shall be kept within the property. No vehicles or machines are permitted to stand or park on anyfootpath.

## **ABLUTIONS**

14. Toilet facilities are to be provided at, or in the vicinity of, the work site and where work involved in the erection or demolition of a building is being carried out, at a rate of one toilet for every twenty (20) persons or part of twenty (20) persons employed at the site. Each toilet provided:
  - Must be a standard flushing toilet; and be
  - Connected to a public sewer or to some other sewerage management facility approved by Nhulunbuy Corporation.

## **CAR PARKING**

15. All car parking areas, driveways and vehicle manoeuvring areas must be constructed, sealed and drained in accordance with sound engineering practice, and BCA guidelines, prior to the occupation or use of the development.
16. The driveways, parking areas and vehicle manoeuvring areas must be maintained in good condition at all times.
17. During construction or demolition a minimum of 1 car parking space per peak shift employee (including contractors) measuring not less than 3000mm x 6000mm must be provided on the approved site.
18. The car parking bays provided must be suitably line marked or delineated and the line marking or delineation of the bays must be maintained thereafter in good condition at all times.
19. All landscaped and grassed areas must be separated from adjacent driveways and parking areas by a suitable kerb or non mountable device prior to the occupation of the project. Such kerbing or device must facilitate free movement of disabled persons.
20. Suitable wheel stops or bump bars must be placed in all parking spaces prior to the use of the car parking area.
21. Directional signs indicating the location of car parking spaces must be provided on the subject land and maintained in a clear and legible condition at all times.
22. The car parking area and access to such must be lit at least to the same intensity as adjacent public streets, and that the lighting be designed and located in such a way that adjacent properties, public spaces and traffic are not inconvenienced by glare or overspill of light.
23. All materials and goods must at all times be loaded and unloaded within the confines of the subject land. The storage of materials and goods on the land in areas delineated for use for car parking is not permitted.

## CARETAKER RESIDENCES – INDUSTRIAL ESTATE

24. No person shall reside in the caretaker residence without the written permission of Rio Tinto Alcan (RTA). An **Application for Caretaker SPL250** form is to be submitted prior to taking up residence.
25. Accommodation will be for a maximum of two (2) residents only. Under no circumstances are children under sixteen (16) years of age be accommodated in the caretaker residence.
26. The sublease holder must advise RTA – Communities and Government Relations of any change in resident caretaker personnel.

## CERTIFICATION

27. Self-certification of construction stages will be by way of Inspection and Test Plans (ITP) developed and completed by the principal service provider, i.e., the contractor/builder, and submitted with the application. Sample ITPs are available from Nhulunbuy Corporation on request.
28. Projects under management by the NT Department of Infrastructure are subject to a strict inspection and compliance regime by building engineers and certifiers and are exempt from the requirement to provide ITPs.
29. In relation to Group 3 building projects self-inspections are to be carried out at each inspection and test stage, witness and hold point by the principal service provider in accordance with the approved Inspection and Test Plans submitted with the building application.
30. In relation to Group 4 building projects the principal service provider is responsible for the inspection and certification of each inspection and test stage, witness and hold point. The inspection and certification is to be undertaken by a building certifier engaged by the principal service provider for that purpose.
31. Upon completion of the construction the service provider is to lodge a **Declaration of Compliance** to Nhulunbuy Corporation. Following inspection of the construction by a Nhulunbuy Corporation representative a **Certificate of Compliance** may then be issued which authorises occupancy.
32. Upon completion of the building/demolition works the applicant is to complete a **Declaration of Compliance** form declaring that the project has been completed in accordance with the approved application and to the National Construction Code. Upon receipt of the form the Building Administration Officer may issue a **Certificate of Compliance** to indicate that the project has been finalised.

## COMMUNITY CONSULTATION

33.

## CYCLONES

34. All building and demolition applications, where work is to be conducted between the months of November and May, must have a completed **Cyclone Management Plan** attached.

## DEMOLITION

35. Demolition of existing buildings must be carried out strictly in accordance with **AS2601**.
36. It is the responsibility of the applicant to notify Nhulunbuy Corporation of any existing damage to public areas in the vicinity of the building site through the submission of a dilapidation report supported with suitable photographic records, prior to the commencement of any work. Any damage other than that noted prior to commencement of the demolition shall be the responsibility of the sub lessee of the property for repair and/or reinstatement.
37. The applicant will ensure that the demolition contractor has a current public risk insurance coverage for a minimum of \$10 million. A copy of the policy must be submitted to Nhulunbuy Corporation prior to the commencement of demolition.
38. The applicant shall comply with the requirements of NT Worksafe.
39. An **Asbestos Management Plan**, compliant with the requirements of NT Worksafe, must be submitted if asbestos materials are discovered on-site prior to work either commencing and/or continuing.

## DEPENDENT RELATIVE ACCOMODATION

40. The occupants of the dependent relative accommodation must be direct relatives of the family occupying the main dwelling.

## DRIVEWAYS

41. The vehicle crossover must be constructed of a minimum 150mm thick concrete reinforced with F82 reinforcing mesh.
42. The vehicle crossover must have a minimum width of 3500mm.
43. A layback must be provided from the bottom of the front face of the kerb. The layback must reach a minimum height of 100mm from the gutter invert at a distance of 500mm from the kerb.

## ELECTRICAL

44. All electrical work is to be carried out in compliance with **AS3000**.
45. For any new connection to the RTA power distribution network or any electrical load associated with new developments requiring NC approval a **New Power Connection** form must be submitted for consideration by RTA.
46. If any electrical works such as airconditioners, fans, lights, GPOs etc. are proposed to be installed in association with the construction, a **Proposed Maximum Demand Power Calculation** form (supplied by an electrician and in accordance with **AS 3000**) must be submitted and authorisation will be required from RTA prior to any works of this nature commencing.

## ENVIRONMENT

47. All scarring or physical disturbances of the land during any excavation work must be restricted to only that which is shown on the approved plans and only as required for building work and/or access purposes. All exposed excavations and fill must be covered with top soil and planted with native ground cover vegetation which will screen the changed land forms and prevent erosion with six (6) months of the excavation work taking place.
48. Vegetation clearance work must not be undertaken on the site until the start of building works is imminent and only for the area approved by Nhulunbuy Corporation and/or RTA for the location of the proposed building work.
49. Vegetation must be removed in strict accordance with the approved plans.
50. Erosion control measures must be maintained throughout the progress of the approved works.

## EXCAVATIONS

51. An excavation permit must be obtained prior to any ground works commencing on site. The **Excavation Permit Application** must be completed and lodged with the Building Application.
52. The Nhulunbuy Corporation will issue an Excavation Permit for water and sewer services **ONLY**. It is the responsibility of the applicant to identify if there are any other services, e.g. electrical, communications etc., prior to commencing anyworks.
53. All excavations associated with the erection or demolition of a building must be properly guarded and protected to prevent them from being dangerous to life or property.

## EXISTING TREES

54. All existing trees within the subject site not directly affected by site work and building work must be protected during the undertaking of works and retained.
55. The footings of the proposed development must be designed having regard for the existing trees on the site which are proposed to be retained in the approved plans as well as proposed supplementary landscaping and streetscaping involving tree planting incorporating the likely growth of those trees.

## FENCING

56. Construction of fences must be in compliance with the Nhulunbuy Corporation Fencing Policy adopted on 18 November 2015 which includes the following provisions:

Front Fence - Maximum height of 1200mm, setback from the road or front boundary by 3 metres with an extra .5 metre setback if there is any infrastructure on the property (e.g. a power pole). The fence must be constructed of material which does not adversely impact the aesthetics of the area and not be a full block-out style (e.g. brick, block or colour bond).

Side and Rear Fence – Maximum height of 1800mm.

Industrial Estate: - Maximum height of 2800mm on all boundaries.

57. All fences are to be constructed with appropriate cyclone rated material.

## FLOOD LIGHTING

58. Floodlighting must be restricted to that necessary for security purposes only and must be directed and shielded in such a manner as to cause no light overspill nuisance of residential development.

## HOURS OF WORK

59. All works shall be carried out between the following hours:

Monday to Friday	7:00am – 6:00pm
Saturdays	8:00am – 1:00pm
Sundays and Public Holidays	No work permitted

60. Requests to work outside of these hours are to be made in writing addressed to the Senior Compliance Regulatory & Risk Advisor. Each request will be assessed on its merits.

## LANDSCAPING

61. The proposed landscaping must be established on the site in accordance with the approved plans prior to occupation of the development and must be maintained in good order at all times. Any such landscaping must be replaced if it dies or becomes seriously diseased.

62. The surroundings of the building must be planted with trees and shrubs which when mature will screen the building and enhance the amenity of the development without increasing fire danger and such trees and shrubs must be maintained in good health and condition thereafter.

63. Existing trees which are to be retained in accordance with approved landscaping plans for the subject site must not be damaged or removed (including root damage).

64. Trees of an appropriate indigenous species and local provenance must be established within the property to compensate for the loss at a rate of two replacement trees for every tree removed.

65. A re-vegetation management plan must be prepared and submitted to Nhulunbuy Corporation within three (3) months of the work taking place.

## LAND USE

66. The building herein approved not to be used for human habitation.

67. The building herein approved must only be used for private domestic purposes associated with the dwelling on the subject land.

68. All rubbish, ruinous or dilapidated materials shall be removed from the land.

## MINIMUM SETBACKS

69. **Nhulunbuy Township:**

- Side and rear boundaries 1500mm
- Front setback for open structure 4000mm
- Front setback for an enclosed structure 7500mm

70. **Industrial Estate:**

- Side and rear boundaries 3000mm
- Front setback from kerb on John Flynn Drive 6000mm
- Front setback from all other thoroughfares 3000mm
- From rear of front adjoining lot (if applicable) 4000mm



## **MATERIALS AND FINISH**

71. The external appearance, materials, colours and finishes of the new structure/building work must match or blend with the principal building as near as practical and be of a non reflective finish.
72. The proposed development must be painted to match or complement the paintwork of the principal building.
73. The structure must be clad with pre-painted material or material painted with a non reflective cover.
74. All free standing sides of the structure must remain open.
75. All external roof sheeting and wall cladding must be of sound undamaged materials of uniform colour and appearance.

## **NTG REQUIREMENTS**

76. Any proposed works which fall within the scope of the Construction Industry Long Service Leave and Benefits Act must be notified to NT Build by lodgement of the required Project Notification Form. Further information can be obtained from the following website: [http://www.ntbuild.com.au/ntbuild/publications\\_forms/sitealert\\_changes-to-NTBuild\\_201404.pdf](http://www.ntbuild.com.au/ntbuild/publications_forms/sitealert_changes-to-NTBuild_201404.pdf).

## **PLUMBING**

77. An **Application for Water Supply/Sewer Connection** form is to be lodged with the Building Application if the project requires connection to one or both of these services.
78. All plumbing and drainage work is to be carried out in compliance with **AS3500**.
79. On completion of the plumbing and drainage works, a **Sewerage Service Diagram** is to be provided by a licenced plumber which clearly identifies all works (both new and existing). The information on the diagram must be in black ink, be drawn to a scale of 1:100 or 1:200 and include:
  - As completed drainage (internal and external)
  - Correct abbreviations to label fixtures
  - Details of the septic tank system
  - Street number
  - Street name
  - Town
  - Licensee details
  - North point
  - Date of drainage completion

## **SEWER CONNECTION**

See **PLUMBING**.

## **SHADE SAILS**

80. All shade sails must be removed during high winds or upon notification of acyclone warning for Nhulunbuy.

## SHIPPING CONTAINERS

81. Only one shipping container per residential allotment is permitted.
82. The shipping container is to be used for the purpose of private domestic storage only. Any other proposed use must be nominated on the application upon submission to Nhulunbuy Corporation for consideration.
83. A shipping container that has been commercially modified to provide an accommodation unit will be permitted, subject to the Nhulunbuy Corporation's Building Application process, as a caretaker residence on lots in the Industrial Estate only.
84. The shipping container will be painted in a dark recessive colour and shall be in good condition prior to its location on the allotment.
85. The shipping container must be suitably screened from public view through the provision of landscape screening. The landscaping shall be in place and established prior to the issuing of a **Certificate of Compliance**.
86. The shipping container must be fixed to ground screws, or suitable concrete footings, using the following:
  - a. 12mm shackle
  - b. 16mm diameter wire rope or 10mm steel chain; and
  - c. 12mm turnbuckle to tension ties
87. The doors of the shipping container are to be fitted with a device for holding them in an open position for safety in the event of strong winds during periods when the doors may be open and so persons are not trapped inside due to the doors slamming shut.

## SIGNAGE

88. The signage and its support structure must be erected to comply with **AS1742 - Manual of Uniform Traffic Control Devices**.
89. The main structural frame must be painted to complement or blend with the main colour scheme adopted for the sign and be kept in good repair at all times.

## SWIMMING POOLS

90. Swimming and spa pool fencing/safety barriers must be provided and installed in accordance with the **AS 1926.1**.
91. All pool filter backwash systems are to be connected to the stormwater disposal system. Backwash systems must not be discharged to the sewerage system.

## WATER CONNECTION

See **PLUMBING**.

## WINDOWS

92. Upper storey windows of the dwelling (other than street elevation) must comprise of fixed translucent glazing or fixed shutters to a minimum height of not less than seventeen hundred (1700) mm from the finished floor level.

## Application Checklist

The various applications are available in both PDF and digital format and can be completed either manually or electronically. Upon completion the required forms can be scanned after signing and emailed to [csso@ncl.net.au](mailto:csso@ncl.net.au) for processing. Before the application can be processed payment must be made either at the Nhulunbuy Corporation office or via credit/debit card over the telephone by calling (08) 8939 2200.

Applicants are advised that the information listed is the minimum required for attachment to an application. Further information and requirements are contained within the **Standard Planning, Development, Building and Demolition Conditions** form. Failure to provide the requested information may result in Nhulunbuy Corporation (NC) not accepting the application.

<b>Development Permit</b>	<b>Information checklist</b>
Proposals to Subdivide or Consolidate in accordance with the Nhulunbuy Land Development Policies (SPL214 and SPL250). A separate form is required for each type of proposal	Completed original <b>Application for Development Permit</b> plus four (4) copies and to include a statement describing the effect of the proposed development and referred to as Attachment D, and dimensioned plans referred to as Attachment F.
	Written consent of lease holder of land/building if not owner. <i>(Permission is sought from Rio Tinto Alcan (RTA) for RTA owned properties)</i>
	An original plus four (4) copies of plans and drawings to a scale not less than 1:500, of which two (2) copies must be of A3 size. The plans and drawings are to show the information outlined in Guide to Attachment F section of the application form.
	For applicable proposed constructions a Section 40 Engineers Certificate showing that proposed building work is Region "C" Terrain 2.5 Tropical Cyclone rated as described in the National Construction Code of Australia
	Payment of fees as prescribed.

<b>Group 1 Minor Work</b>	<b>Information checklist</b>
<b>Rio Tinto Alcan Properties:</b> Free-standing carports & garden sheds <\$10,000; shipping container installations; above-ground swimming pools; shade sails; driveways; fencing; retaining walls; satellite dishes; flagpoles etc.	Completed <b>Building Application</b> to include application for Excavation Permit ( <i>if applicable</i> ) and Cyclone Management Plan ( <i>if works are conducted between 1 November and 30 April inclusive</i> ).
	For satellite dish installations a completed <b>Satellite Dish Supplementary for MWA</b> form must be submitted with the application
	Written consent of lease holder of land/building if not owner. ( <i>Note: Permission is sought from RTA for RTA owned properties</i> )
	Site plan in duplicate to scale not less than 1:500. Dimensions to show the size of the allotment, the location of existing and proposed building work, vehicle crossover locations and current/proposed stormwater drainage systems.
	Standard drawings and/or plans ( <i>may be available from NC</i> ).
	For applicable constructions a Section 40 Engineers Certificate showing that proposed building work is Region "C" Terrain 2.5 Tropical Cyclone rated as described in the National Construction Code of Australia
Payment of fees as prescribed.	

Group 2 Building Work	Information checklist
Minor constructions or additions including attached carports and garden sheds >\$10,000; patios; verandahs; pergolas; in-ground swimming pools	Completed <b>Building Application</b> to include application for Excavation Permit ( <i>if applicable</i> ) and Cyclone Management Plan ( <i>if works are conducted between 1 November and 30 April inclusive</i> ).
	Written consent of lease holder of land/building if not owner. ( <i>Note: Permission is sought from RTA for RTA owned properties</i> )
	Site plan in duplicate to scale not less than 1:500. Dimensions to show the size of the allotment, the location of existing and proposed building work, vehicle crossover locations and current/proposed stormwater drainage system
	Standard drawings and/or plans ( <i>may be available from NC</i> ) and Inspection and Test Plans ( <i>if applicable</i> ).
	For applicable constructions a Section 40 Engineers Certificate showing that proposed building work is Region "C" Terrain 2.5 Tropical Cyclone rated as described in the National Construction Code of Australia
	Payment of fees as prescribed.

Group 3 Building Work	Information checklist
Residential dwellings Residential additions e.g. additional room, breezeway enclosing	Completed <b>Building Application</b> to include application for Excavation Permit ( <i>if applicable</i> ) and Cyclone Management Plan ( <i>if works are conducted between 1 November and 30 April inclusive</i> ).
	Written consent of lease holder of land/building if not owner. ( <i>Note: Permission is sought from RTA for RTA owned properties</i> )
	Site plan in duplicate to scale not less than 1:500. Dimensions to show the size of the allotment, the location of existing and proposed building work, vehicle crossover locations and current/proposed stormwater drainage system
	Properly prepared plans in duplicate to a scale of not less than 1:200 showing construction details such as footing sizes, building member sizes /spacing, fastening details and roof/ wall cladding profiles. Completed Inspection and Test Plans for the project.
	For applicable constructions a Section 40 Engineers Certificate showing that proposed building work is Region "C" Terrain 2.5 Tropical Cyclone rated as described in the National Construction Code of Australia
	Payment of fees as prescribed

<b>Group 4 Building Work</b>	<b>Information checklist</b>
Industrial and commercial buildings such as factories, warehouses, storage sheds, school buildings and additions/renovations of same	Completed <b>Building Application</b> to include application for Excavation Permit ( <i>if applicable</i> ) and Cyclone Management Plan ( <i>if works are conducted between 1 November and 30 April inclusive</i> ).
	Written consent of lease holder of land/building if not owner. ( <i>Note: Permission is sought from RTA for RTA owned properties</i> )
	Site plan in duplicate to scale not less than 1:500. Dimensions to show the size of the allotment, the location of existing and proposed building work, vehicle crossover locations and current/proposed stormwater drainage system
	Properly prepared plans in duplicate to a scale of not less than 1:200 showing construction details such as footing sizes, building member sizes /spacing, fastening details and roof/ wall cladding profiles. Completed Inspection and Test Plans for the project.
	Section 40 Engineers Certificate showing that proposed work is Region "C" Terrain 2.5 Tropical Cyclone rated as described in the National Construction Code of Australia and Building Certifiers certification of all drawings and all relevant certificates to support application.
	Payment of fees as prescribed

<b>Demolition Proposal</b>	<b>Information checklist</b>
Demolition/removal of all buildings and/or structures	Completed <b>Demolition Proposal Application</b> to include application for Excavation Permit, an Asbestos Management Plan ( <i>if applicable</i> ) and Cyclone Management Plan ( <i>if works are conducted between 1 November and 30 April inclusive</i> ).
	Written consent of lease holder of land/building if not owner. ( <i>Note: Permission is sought from RTA for RTA owned properties</i> )
	Where only part of a building is to be demolished or removed, calculations or other written information that shows that the remaining parts of the building will comply with the cyclonic structural requirements of the Building Code of Australia after the proposed demolition or other building work is performed
	Payment of fees as prescribed.

## **GUIDANCE NOTES**

### **ELECTRICAL DRAWINGS**

The quality and standard of electrical drawings being submitted for approval is in many cases substandard and lack full detail. The following information and drawings are required for checking:

- Single line diagrams of the electrical circuit.
- Electrical equipment list (e.g. motors, GPO's)
- Maximum demand calculations in accordance with Australian Standard AS3000
- Plot plan showing the location of all structures and the position of the point of attachment.

Poor quality sketches are no longer acceptable. 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 the Power and Water Authority. Failure to comply with these regulations will result in RTA refusing to connect supply.

All electrical inspections will be carried out by RTA Maintenance Department. **At least seven (7) 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 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.

### **BASIC STRUCTURAL INFORMATION REQUIRED FOR DWELLINGS AND OUTBUILDINGS**

- Roof sheeting material
- Sheeting to batten connection
- Batten material, dimension, span and spacing
- Batten to rafter/trusses connection
- Rafter sizes, spacing, span, connection to wall/column and rafter to ridgebeam
- Holding down of roof detail and bracing
- Ridge beam sizes, span and connection. Ridge beam holding down and support details
- Wall details (e.g. sheeting, block work)
- Wall to footing detail
- Floor material and specifications
- Footing sizes and specifications
- Window and door opening details, lintel specifications and associated details
- Plumbing and drainage details
- Electrical installation plan and specific details

**Refer to Standard Planning, Development, Building and Demolition Conditions for any further information**