Construction Certificate application process

This information sheet is a general guide only. Processes may vary slightly based on the legal requirements.

Step 1

Once you have development consent you can apply for a Construction Certificate (CC) on the <u>NSW Planning Portal</u>.

Step 2

The application will be assessed for compliance with the National Construction Code and your development consent.

Step 3

Once all matters have been addressed, the certifying authority can issue your CC.

Step 4

Before you start work, you will need to appoint a Principal Certifier (PC). The PC will advise what inspections are required at each stage of construction, and any information you need to submit before starting works.

Step 5

Once these requirements are met, works may start.

Step 6

All required inspections must be carried out as organised with the PC. This will include a final inspection.

Step 7

Once you have a satisfactory final inspection and you have met and completed all conditions of consent, eg, payment of contributions, the PC can issue you an Occupation Certificate to allow you to occupy your building.

Step 8

Use or occupation may start.

