



Application Form – Request for Early Plan Sealing Works Acceptance Meeting

s266 Local Government Act 2009
FNQROC Development Manual CP1.27
Purpose

Council at its discretion may approve the bonding of uncompleted works to enable early approval of survey plans. This form is to request for Council to consider the request.





1.	Applicant Details	
	Name of Applicant	
	Name of Company	
	Postal Address	
	Phone Numbers	
	Email Address	
2.	Property Location	
	Property Address	
	Suburb	
	Lot and Plan Description	
3.	Landowner Details	
	Landowner Name	
	Postal Address	
4.	Related Development Approvals	
	1 Operational Works Approval	
	Relevant Approval	Details including any reference number for the approval eg 8/??/????
	Date of Approval	
	2 Planning Approval	
	Relevant Approval	Details including any reference number for the approval eg 8/??/????
Date of Approval		
5.	Declaration	
	Applicants Declaration	By making this application I declare that all information in this application form and the attached documentation is true and correct. I declare that there are no significant external infrastructure works to be undertaken as part of this stage of development. I declare that I will disclose to any purchaser of any lot proposed that the lot they are purchasing is subject to an early plan approval and therefore all service may not be available until the outstanding works are complete.
	Full Name	
	Signature	
	Date	

OFFICE USE – PAYMENT DETAILS (CASH BONDS ONLY)

Receipt Type	T513	Payment Amount	\$	Receipt No	
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6 Confirm that the following have been completed <i>If not completed, please attached explanation</i>		
1	Engineering Plans approved	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Survey pegs placed	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Preparation and earthworks on lots have been completed	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Roads are constructed up to subgrade	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Stormwater systems constructed	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Sewerage reticulation within allotments	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Evidence of a negotiated agreement with service providers for telecommunications	<input type="checkbox"/> Yes <input type="checkbox"/> No
8	Evidence of a negotiated agreement with service providers for reticulation of electricity	<input type="checkbox"/> Yes <input type="checkbox"/> No
9	Evidence of a negotiated agreement with service providers for streetlighting	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	All outstanding rates are paid	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	All works within lots is fully completed and no further disturbance required	<input type="checkbox"/> Yes <input type="checkbox"/> No
12	Appropriate erosion and sediment control measures are in place	<input type="checkbox"/> Yes <input type="checkbox"/> No
13	All other works including external water, sewer, landscaping etc to be completed within 90 days.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14	All contributions required to be paid	<input type="checkbox"/> Yes <input type="checkbox"/> No
15	As constructed information provided	<input type="checkbox"/> Yes <input type="checkbox"/> No
16	Building approval for all buildings/structures which form part of the approved operational works eg Pump Stations	<input type="checkbox"/> Yes <input type="checkbox"/> No
17	Provision of evidence of public liability cover with interest of Council noted	<input type="checkbox"/> Yes <input type="checkbox"/> No

7 Documents submitted		Attach
1	Development Permit	<input type="checkbox"/>
2	Security lodgement form completed (at end of this document)	<input type="checkbox"/>
3	Fully priced schedule of outstanding works including the cost of preparation of the "As Constructed" submission.	<input type="checkbox"/>
4	Unconditional Bank Guarantee to the value of 1.5 times the estimated value of the uncompleted works as certified by the Engineer. (if no cash bond submitted)	<input type="checkbox"/>
5	Certification from the Engineer that the works on each lot have reached a stage acceptable to Council that the outstanding works are programmed for completion within 90 days	<input type="checkbox"/>
6	All bonds submitted shall be clearly identified as to the particulars of the site and the purpose of the bond	<input type="checkbox"/>

Privacy collection statement	Cairns Regional Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which Council manages personal information is governed by the <i>Information Privacy Act 2009</i> . We are collecting your personal information in accordance with the <i>Planning Act 2016</i> and the <i>Planning Regulation 2017</i> . The information will be used to process this request, update our records, and undertake compliance related activities as necessary. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you give your consent to this disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.	
Submit the form		Cairns Regional Council Att: Executive Manager, Development & Planning PO Box 359, CAIRNS QLD 4870
		Present your application at a Customer Service Centre located at: 119-145 Spence Street, Cairns This office is open from 8:30am to 4:30pm weekdays (excluding public holidays)
		You may email your documentation to planningadmin@cairns.qld.gov.au
Payment		Payment can be made at a Customer Service Centre located at: 119-145 Spence Street, Cairns This office is open from 8:30am to 4:30pm weekdays (excluding public holidays)

FNQROC DEVELOPMENT MANUAL

Council Cairns Regional Council

(INSERT COUNCIL NAME)

SECURITY LODGEMENT FORM

This sheet must be completed prior to the acceptance of any bond by Council.

Development Name: . . .

Stage: . . . File No.: ..

Applicant: . . .

Consultant: . . .

Purpose of Bond:

Construction Security Uncompleted Works Defects Liability

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Uncompleted Works Bond Assessment

Estimated time to complete bond works (not greater than 90 days) days

Current Contract Completion date

Anticipated Completion date

Consulting Engineer's estimated value of uncompleted works \$.....

Bond Value (apply Factor 1.50) \$.....

Construction/Defects Liability Bond Assessment

Consulting Engineer's estimated value of completed works \$.....

Construction/Maintenance Bond Value (apply Factor 0.05)(min \$1,000.00) \$.....

Council shall retain any interest accrued on cash monies paid to Council and held in trust fund by Council..

Consulting Engineer:

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Signature: RPEQ No.:

Date: