

## REQUIREMENT FOR CONDITION ENDORSEMENT

### Which conditions need condition endorsement?

Conditions which require:

1. additional plans or documents to be submitted; and
2. approval of those plans or documents by us;

will require condition endorsement (or “CEP”).

Conditions on recent permits which need CEP will include a statement in the condition.

**Example:** ENG 3b

The following aspects of the access driveway and parking area require further detailed designs: [insert]

**This documentation must be submitted and approved as a condition endorsement,** prior to the issuing of any approval under the *Building Act 2016*.

The detailed designs must:

1. be prepared and certified by a suitably qualified engineer;
2. be in accordance with the Australian Standard AS/NZS2890.1:2004, if possible;
3. where the design deviates from AS/NZS2890.1:2004 the designer must demonstrate that the design will provide a safe and efficient access, and enable safe, easy and efficient use; and
4. show [dimensions, levels, gradients & transitions], and other details as Council deem necessary to satisfy the above requirement.

The access driveway and parking area must be constructed in accordance with the approved detailed designs prior to first occupation.

Older versions of our standard conditions may state that CEP is required in the “Advice” underneath the condition.

Permits which were issued before the CEP process began may not refer to CEP at all. However it will still be required.



## When don't you need CEP?

Unless you need to have something further submitted and approved, you do not need CEP for a condition.

For example, you do not need CEP for the following:

- The standard condition which incorporates the application documents into the permit.

GEN

The use and/or development must be substantially in accordance with the documents and drawings that comprise PLN-22-XX [address] Final Planning Documents except where modified below.

- A condition which just requires you to do something.

**Example:** ENG 4

The access driveway and parking module (car parking spaces, aisles and manoeuvring area) approved by this permit must be constructed to a sealed standard (spray seal, asphalt, concrete, pavers or equivalent Council approved) and surface drained to the Council's stormwater infrastructure prior to the commencement of use.

- If you are expressly required to comply with a specific document.

**Example:** ENVHE 1

Recommendations in the report by [insert] dated [insert] must be implemented, for the duration of the development.



## When don't you need CEP? (continued)

- A condition which clarifies what has been approved.

**Example:** ENG 5

The number of car parking spaces approved to be used on the site is three.

- A condition which requires certification, although the certification must be submitted to us and this may be done via the CEP application process.

**Example:** ENG 3c

Prior to the first occupation, a suitably qualified engineer must certify that the access driveway and parking area has been constructed in accordance with design drawings approved by this permit.

- If further information is required to be provided as part of the building or plumbing process.

**Example:** PLN 3

A storage area, for waste and recycling bins, with an area of at least 1.5 m<sup>2</sup> per dwelling must be provided for the exclusive use of each dwelling. The storage areas must be screened from the property frontage.

Any plans submitted for building approval for the development must demonstrate likely compliance with this condition.

## When is CEP required?

This depends on the wording of the condition. Common times when CEP is required include:

- before any approval under the Building Act;
- before works commence; or
- before occupation or commencement of a use.

