

CERTIFICATE OF OCCUPANCY

Planning, Development and Infrastructure Act 2016

This form is the approved form for a certificate of occupancy as determined by the Chief Executive in accordance with regulation 103E(4) of the *Planning, Development and Infrastructure (General) Regulations 2017* (the Regulations).

This Certificate of Occupancy is issued for the building described below:

Address or location of building: Click here to enter text.
Description of building work: Click here to enter text.
Date of development authorisation: Click here to enter text. Development number: Click here to enter text.
Date of previous Certificate of Occupancy issued (if relevant): Click here to enter text.
Date the previous Certificate of Occupancy was revoked (if relevant): Click here to enter text.
Building classification: Click here to enter text.
Maximum number of building occupants (not required to be completed for class 1a building): Click here to enter text.

Before signing and issuing a Certificate of Occupancy, the following checklist must be completed:

The following requirements have been met (tick the relevant boxes):

For all classes of buildings:

- Other than where regulation 103A(3) of the Regulations applies, duly completed Statement/s of Compliance for the completed building work has been received

Part A of the Statement was signed by [Click here to enter text.](#) who is:

- a licensed building work contractor; or
 registered building work supervisor; or
 a building certifier.

Part B of the Statement was signed by [Click here to enter text.](#) who is:

- the owner; or
 the owner's agent.

Note if multiple Statements of Compliance have been prepared then all statements must be correctly completed.

- All certificates, reports or other documentation listed in the decision notification form for the building consent issued in accordance with section 126 of the Act and regulation 57 of the Regulations for the building have been received by the relevant authority issuing the Certificate of Occupancy.



Yes Not Applicable

Non-conformances or issues identified during construction of the building through council inspection that are relevant to the suitability of the building for occupation have been rectified or satisfactorily addressed.

Where the building is in the *Hazards (Bushfire – High Risk) Overlay* in the Planning and Design Code and item (d) relating to class 1a buildings in Part A clause 1 of the Statement of Compliance (regarding bushfire protection) has been identified as 'To be Completed by owner', the owner has provided a statutory declaration and/or such other evidence to the satisfaction of the relevant authority confirming all relevant bushfire protection requirements have been installed and are operational as approved, including on-site water supply, pumps, pipework, hoses and fittings as applicable.

Where item (c) relating to class 1a buildings in Part A clause 1 of the Statement of Compliance (regarding smoke alarms) has been identified as 'To be Completed by owner', the owner has provided a statutory declaration and/or such other evidence to the satisfaction of the relevant authority confirming the smoke alarms have been installed, are interconnected (where required) and are operational

As required under regulation 103C of the Regulations, where Schedule 8 clause 2A of the Regulations applies and remediation had not been undertaken, a Certificate of Occupancy must not be issued unless a statement of site suitability in the form prescribed by the State Planning Commission in *State Planning Commission Practice Direction 14 (Site Contamination Assessment)* is received certifying that the required remediation has since been undertaken and the land is suitable for the proposed use

For Class 1b and class 2-9 Buildings:

Yes Not Applicable

Evidence has been received to show that any conditions applied to the approved development have been satisfied

ESP compliance certificates required under regulation 94(7) of the Regulations have been received

Where a building is to be equipped with a booster assembly for use by a fire authority or to have installed a fire alarm that transmits a signal to a fire station or to a monitoring service approved by the relevant authority, and facilities for fire detection, fire fighting or the control of smoke must be installed, the fire authority has been provided with 15 business days to provide a report or the fire authority has provided a report confirming that:

- a booster assembly has been installed and is operating satisfactorily
- a fire alarm system that transmits a signal to a fire station or an approved monitoring service has been installed and is operating satisfactorily
- all required facilities for fire detection, fire-fighting or the control of smoke have been installed and are operating satisfactorily

For class 1b and 2-9 buildings:

The following performance solutions, conditions and/or limitations relate to this building:

Detail must be provided on what performance solutions have been used and for what purpose in the table below.

Applicable performance solutions and/or variances with the Building Rules:
Click here to enter text.
Click here to enter text.
Click here to enter text.

For all classes of buildings:

Applicable conditions and/or limitations*:
In relation to a class 1a building, the following items listed in Part A clause 1 of the Statement/s of Compliance that have not been satisfied, must be completed within 6 months of the date this Certificate of Occupancy is signed: [Note – this is a mandatory condition where items in Part A clause 1 of the Statement/s of Compliance remain incomplete]
1. Click here to enter text.
Click here to enter text.
Click here to enter text.

**Pursuant to regulation 103F(d)(ii) of the Regulations, this Certificate of Occupancy may be revoked where a council considers that a condition attached to it has not been met or has been contravened.*

Subject to any conditions/limitations listed above, the building described above is certified suitable for occupation.

Signed: _____ Date: _____

If being lodged electronically please tick to indicate agreement to this declaration.

Print name of relevant authority: [Click here to enter text.](#)

Contact details (phone number and email): [Click here to enter text.](#)

Pursuant to section 152(7) of the Act, this certificate does not constitute a certificate of compliance with the Building Rules.

A building must not be occupied until a Certificate of Occupancy has been completed and signed and a copy has been provided to the building owner. A copy must also be provided to the council.

Provision of the Certificate to the owner and council may occur via the SA planning portal.

Maximum penalty for occupancy without a certificate: \$10,000