



Desktop Planning Assessment Report

80 Dalley Crescent, Latham ACT 2615
Completed on 11th August 2020

Hi,

Thank you for the opportunity to provide you a Planning Assessment Report for your property at **80 Dalley Crescent, Latham ACT 2615.**

The purpose of this report is to provide you with an assessment of the probability of obtaining a development approval for a secondary residence (granny flat) on your property (in the ACT).

We have addressed the planning considerations and requirements under the **Building Act (2004)**, the **Planning and Development Act (2007)**, the standard **AS4299** and the **Building Code of Australia**.

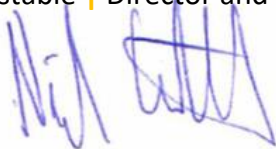
In this report we have provided:

- an overview of the relevant legislation that impacts on the design, planning, approval and construction of your secondary residence;
- advice in the question and answer section which address elements we believe relate to your property, based on our experience with previous projects and customers;
- the likelihood of achieving Development Approval for a granny flat on your block. This is what we call the **Planning Assessment Conclusion**, which should be read in conjunction with the **Planning Assessment Considerations**; and
- examples of the plans we can create for you, should you wish to move to the next step in the planning and development process of your granny flat.

Thank you for taking the time to read this planning assessment report. We look forward to working for you in the future. Our details are on the front page if you wish to contact us.

Regards

Nick Constable | Director and Licensed Builder



Frank Walmsley | Director and Customer Service Manager



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Client Overview

Client	NA
Client Address	TBC
Project Address	80 Dalley Crescent, Latham ACT 2615
Property Type	Owner Occupier / Investment Property
Block Number	23
Section Number	9
Suburb/Division	Latham
Land Use Zone	RZ1: SUBURBAN
Housing Code	TBC
Suburb Precinct Code	https://www.legislation.act.gov.au/DownloadFile/ni/2008-27/copy/90184/PDF/2008-27.PDF
District Precinct Code	https://www.legislation.act.gov.au/DownloadFile/ni/2008-27/copy/94056/PDF/2008-27.PDF
Block Size and Approval	886m ²
Block Type	Large block approved before 18 October 1993
Easements	N/A
Location of Switchboard	TBC
Above/Below Ground Power	TBC
Heritage	N/A
Protected, registered or regulated trees	Yes
Power	TBC

Lease Purpose	Single Residential Dwelling
Unimproved Value	\$346,000 for (2019/2020)
Rates	\$2,470 for (2019/2020)
Land Tax	\$3,324 for (2019/2020)

Planning and Regulation Overview

Applicable Development Codes

The proposed development block would be classed as Single Dwelling Housing Development, located in a Residential Zone.

The key code associated with this proposed development block is the *Residential Zones Development Code* (Part A Residential Housing Development, primarily Elements 1, 5, 6: Single Dwelling Housing Development).

Plot Ratio

As your property is located in a residential zone, the plot ratio for your block type is up to a maximum of 50% as defined in the Single Dwelling Housing Development Code (Element 1: Building and Site Controls, Plot Ratio Single Dwelling Blocks).

Our initial assessment is that the coverage of your proposed building/s remains below the maximum plot ratio.

Applicable Boundary Setbacks

A setback is the distance in which a building or other structure is set back from a street, road, or any other place deemed to require a separation. In the ACT, residential zones require setbacks from the property boundary, referred to as 'front street setbacks', 'side setbacks' and 'rear setbacks'.

The size of the setback required will depend on the classification of the size and the approval date of the block. We have determined that your land is located on a 'Large Block' according to Element 13 of the Territory Plan.

Setbacks for the block are defined in Part C (1-2) of the Single Dwelling Housing Development Code:

- Element 1: Building and Site Controls:
 - 1.9 Front Boundary Setbacks for Corner Blocks;
 - Front boundary to lower floor – 6m
 - Front boundary to upper floor – 6m
 - Secondary Street Frontage to lower floor – 4m
 - Secondary Street Front to upper floor – 4m
 - 1.9 / 1.10 Front Street, Side and Rear Boundary Setbacks for all Blocks:
 - Front boundary to lower floor – 6m;
 - Front boundary to upper floor – 6m;
 - Side boundary 1 to lower floor – 3m;
 - Side boundary 1 to upper floor – 6m;
 - Side Boundary 2 to lower floor – 1.5m;
 - Side boundary 2 to upper floor – 6m;
 - Rear Boundary to lower floor – 3m; and
 - Rear boundary to upper floor – 6m.

The side boundary to a garage with a wall length of less than 8m can be 0mm or 900mm.

Building Within a Boundary Setback

If the final design which will be lodged for approval encroaches into the setbacks, we will provide for the encroachment as a consideration in the development approval application. It will be required to meet the criteria set out in the *Single Dwelling Housing Development Code*.

Certain encroachments are permitted into front street setbacks, side setbacks and rear setbacks. The *Single Dwelling Housing Development Code* provides exceptions for common encroachments, which include roof overhang with a horizontal width under 600mm, gutters, downpipes, fascia, light fittings, and landings which are less than 1m above the finished ground level.

Easements

Service easements are subject to the *Utilities Act 2000*.

This Act allows the Authority which controls the asset to apply additional controls to protect the asset zone, as they require. Access needs to be maintained to easements and may be adjusted by the Authority.

We have included the easements which are currently available through the ACT Planning and Land Authority's (ACTPLA) online resources.

Easements have been identified using an aerial view of your property. Any changes to the easement conditions or positions are not readily available without further written application.

Access to easements can range from approximately 1.5m to 3.5m wide and up to approximately 2.7m high.

Precinct Codes

Part 10 of the Territory Plan provides a precinct code and precinct map for each suburb in the ACT. Precinct codes may require the development plans to meet additional restrictions, such as those concerning residential density or the building envelope.

Heritage

The *Heritage Act 2004* applies to land containing places or objects registered or provisionally registered under section 41. This will require the development application to be referred to the Heritage Council, which would provide advice to ACTPLA before they determine the application.

In this case, no heritage conditions apply to the property as viewed on the ACT Heritage Register.

Bushfire Zoning

Certain blocks of land are identified in a precinct code or current and approved *lease and development conditions* as being within a bushfire prone area. If buildings are to be constructed in a bushfire zone area, they must conform to the specified bushfire construction level of *Australian Standard AS 3959 - Construction of buildings in bushfire prone areas*.

Existing Residence Car Parking

The existing dwelling is required to provide car spaces in compliance with the *Single Dwelling Housing Development Code* (Element 4: Parking and Site Amenities, 4.3 parking).

Element 4 of the code outlines the parking rules that apply to all residential blocks, even blocks without secondary residences. These requirements include:

- two car parking spaces must be provided on the site;
- driveway and kerb-crossing requirements;
- car parks are not permitted in the front zone and are not permitted on verges; and
- sightlines for off-street parking as defined in *Australian Standard AS2890.1 - Parking facilities*.

Consideration needs to be given to the total quantity of car parking spaces provided for both the existing and new secondary residence.

Secondary Residence Car Parking

At least 1 additional car parking space is required for a secondary residence that is not included in the front zone of the property as defined in the *Residential Zones Development Code* (Element 4 Secondary Residences, 4.3 parking).

Car parking on the block will be adequate for current and future residents and visitors.

Car parking and related access on the block achieve all of the following:

- reasonable amenity of neighboring *residential* blocks;
- consistency with the value of the *streetscape*;
- public safety especially in relation to pedestrians and cyclists; and
- reasonable surveillance of parking spaces.

How Parking will be Assessed

At least one parking space is provided in addition to that required for the primary residence. The additional parking space will be required to be located behind the front of the building line. The front of the building line will be adjusted by the addition of the secondary residence.

Private Open Space

The minimum private open space requirement can be achieved for the development as defined in the *Single Dwelling Housing Development Code* (Element 5: Amenity, 5.2 Private Open Space)

For *large blocks*, private open space complies with the following:

- a minimum area equal to 60% of the block area, less 50m²; and
- a minimum dimension of 6m for an area not less than 10% of the block.

The criteria that private open space provides residential amenity on the subject site and protects the residential amenity of adjoining sites needs to be met by achieving all of the following:

- limits site coverage of buildings and vehicle parking and maneuvering areas;
- provides space for planting;
- facilitates on-site infiltration of storm water run-off; and
- provides outdoor areas that are readily accessible by residents for a range of uses and activities.

Tree Protection

Certain trees are defined as protected, registered or regulated trees under the *Tree Protection Act 2005*. If development requires groundwork within the tree protection zone of a protected tree, then the development approval must be referred to the Conservator of Flora and Fauna. ACTPLA must consider the advice of the Conservator under the *Planning and Development Act 2007*.

Separation of Elements

Under the *Single Dwelling Housing Development Code*, certain elements of the secondary residence need to be separated by a required distance. For example:

- unscreened elements need to be separated from external walls by at least 3m; and
- external walls need to be separated from other external walls by at least 1m.

Water Sensitive Urban Design

Under Element 6 of the *Single Dwelling Housing Development Code*, the block needs to be able to meet the water requirements under Rule 43. Two options are provided for each size block. One of these options must be met by the design of the granny flat. This block is classified as a 'Large Block'.

Option A

For Large Blocks < 800m²:

- a) minimum on site water storage of water from roof harvesting is 4,000 litres; and/or
- b) 50% or 100m² of roof plan area, whichever is the lesser, is connected to the tank and the tank is connected to at least a toilet, laundry cold water and all external taps.

For Large Blocks > 800m²

- a) minimum on site water storage of water from roof harvesting is 5,000 litres; and/or
- b) 50% or 125m² of roof plan area, whichever is the lesser, is connected to the tank and the tank is connected to at least a toilet, laundry cold water and all external taps.

Option B for all sized blocks

A greywater system which captures all bathroom and laundry greywater and treats it to Class A standard can be provided. The treated greywater is connected to all laundry cold water, toilet flushing and all external taps.

The additional roof plan area provided by the granny flat can be designed in a way to meet one of these options.

Existing infrastructure on the block can also be considered.

Evidence is provided that the development achieves a minimum 40% reduction in mains water consumption compared to an equivalent development constructed in 2003, using the ACTPLA on-line assessment tool or another tool. The 40% target is met without any reliance on landscaping measures to reduce consumption.

Planning Assessment Conclusion for your Property

At this point in time, it is our conclusion that there is a 85% probability of building a compliant Secondary Residence featuring 1-3 bedrooms, 1-2 bathrooms, 1 kitchen, 1 laundry, and open plan living areas, with any required outdoor areas and practical parking solutions, provided that we manage the entire process, taking into account the considerations outlined below.

This is based on the legislation in-force at this time.

Planning Assessment Considerations to be taken into Account

The following considerations are noted to help meet your desired budget and outcome as well as comply with the planning and approval requirements.

Secondary Residence

- Providing at least 3 parking spaces behind the front of the building line with the ability to provide a future accessible path of travel with a maximum gradient of 1:14 to the new Secondary Residence and the street frontage/letterbox
- Provide an accessible entry and access to the essential features of the new secondary residence, including a bathroom, kitchen, bedroom and living spaces, meeting the criteria of AS 4299 Accessible Housing Design
- A secondary Residence can only be approved on Single Dwelling Residential blocks

Boundary Setbacks

- Building within a side or rear setback to achieve the objectives of the project, considering the criteria including, solar access, privacy, separation and amenity of neighbouring blocks
- Maintaining access for maintenance and reasonable separation between neighboring blocks when planning to build within 900mm of a side or rear setback

Plot Ratio and Private Open Space

- Meeting the requirements for private open space and principle private open space on the block, ensuring adequate outdoor areas are retained for outdoor activities and clothes drying, with adequate sun access, including adequate principle private open space, screened from public streets, public open space and pedestrian or cycle paths
- Meeting the requirements for plot ratio on the block to ensure the maximum allowable ratio is not exceeded which is 50%

Privacy and Separation

- Maintaining separation and a reasonable outlook between residences on the same block and adjoining blocks to allow for access, maintenance a positive aesthetic view from windows and other unscreened elements
- Designing, approving and building appropriately fire rated separation between dwellings as required in the Building Code of Australia. Includes additional fire rated design and materials when building within

900mm of a boundary, as well as when building within 1.8m of another dwelling on the same block or an adjoining block

Parking and Driveways

- Adjusting the front building line by creating a new parking space (carport or garage) in front of the current building line to provide additional parking space as required for a Secondary Residence behind the in the front zone of the block

Easements

- Potential removal of existing infrastructure/vegetation built within easements may be a requirement to obtain Development and Building Approval
- Potential removal of any existing infrastructure/vegetation to improve access to easements on the property as required by planning regulations
- Providing access to an easement through a garage or carport, complying with the height and width requirements for access to easements
- Providing access to an easement through a side/front/rear boundary, complying with the height and width requirements for access to easements
- Access and protection of easements needs to be maintained and may be adjusted by the authority in control of the easement as required by way of the Utilities Act 2000
- Easements on the block have been included as currently shown on available online databases. Additional easements may be present on the block that may available through further investigation

Anticipated works and estimated costs required to build a Secondary Residence on your property

It's our objective at Canberra Granny Flat Builders to provide transparent and honest advice to our future clients.

To meet our objectives, we have identified through experience the importance to outline as early as possible the likely mandatory works and improvements a client may be required to undertake to successfully have the project approved through government and regulatory agencies such as ActewAGL and ICON Water.

Our experience is that many of our competitors don't disclose these costs, or are unaware of them, and as a result customers are required to further spend after the project has started.

As we are accountable because of our fixed price guarantee, we believe it's only fair to provide the detail of these costs right from the beginning of our process.

What: Designated Car Parking – (garage or carport)

Why: The existing dwelling is required to provide car spaces in compliance with the *Single Dwelling Housing Development Code*; at least 1 additional car parking space is required for a secondary residence that is not included in the front zone of the property as defined in the *Residential Zones Development Code*

How much: Design dependent

Likelihood if this will be required: 100%

Builders comment: An additional designated car spot will need to be allocated for the secondary residence if built as a Class 1 dwelling.

What: site works / or path

Why: As per planning laws any secondary residence must have the ability to provide a future accessible path of travel with a maximum gradient of 1:14 from the entry to the street frontage/letterbox

How much: Dependent on depth of required cut and/or length of required path

Likelihood if this will be required: Will be required if the gradient of the block exceeds 1:14.

Builders comment: Given the gradient of the block, a deep site cut and/or an accessible path may be required to meet the 1:14 gradient rule. The scope of such works may be dictated by the placement of the building.

Next Steps

Now that we have confirmation that you can build a secondary residence, the steps taken next are set out below.

Step 1: Concept plans, design options and project budget

During this process you will meet and work with our in-house designer/draftsman to create a concept design for your proposed granny flat.

We will take into account your stated objectives and any planning considerations identified.

At the conclusion of this process, you will have a set of the following:

- floorplans with dimensions;
- a rendered snapshot with a concept of what your design will look like when completed; and
- elevation plans.

Please refer to the examples provided at Attachment B.

Once you have agreed on the plans, we will provide you with a budget to deliver the project.

The total budget will include the planning and development costs, the cost to develop the plans and drawings, the connection of services, and the total build price. We call this the turnkey price and it means there are no hidden fees and charges.

The average/expected duration of this process is up to 4 weeks.

The average investment for this process is \$1500 to \$2000 depending on complexity.

In the event you do not proceed with building with Canberra Granny Flat Builders you will be able to use those plans with an alternative builder if you choose. We will also have ownership of the plans for future use.

The documentation produced in this stage will be sufficient to support a finance application.

Step 2: Review, confirmation and agreement

As a result of Step 1 you will have a concept floorplan and render style of your building and you will also have received the turnkey budget for the delivery of your project.

During this process, you can consider altering the floorplan and design concept if you choose, and we will continue working with you to settle on your final concept design and floorplan advising you throughout this process of the development approval implications.

Once you have settled on the final design, style and range of inclusions (these can be changed subject to agreement) we will enter into a HIA* building agreement which will outline the timelines and deliverables.

The HIA contract will include the final price, which only be subject to change if you wish to alter the project or add something during the project construction.

*Housing Industry Association

Step 3: Development approval and selection of final inclusions

In this process our planning manager will initiate and coordinate the development application for the project. The development application is managed in-house with the support of an external specialist.

The duration of the development approval process is 8 to 14 weeks based on the complexity of the development application. The average approval process is 10.5 weeks.

During this process we will finalise the selection of your inclusions.

Condition: In the event the development application is unsuccessful because of law changes or departmental decision-making, only the investment of the planning process will apply as per the HIA agreement.

Please note we would only undertake a development application if we believed it had a greater than 90% likelihood of approval.

Step 4: Construction and delivery

As soon as the development application has been approved we will commence the construction of your project.

The duration to build and deliver the project is 10 to 14 weeks. The average duration is 12.5 weeks.

Attachment A: Questions and Answers

What is a secondary residence?

Commonly known as a granny flat, a secondary residency in the ACT is a self-contained residential structure built on a block of land which is in addition to an existing residence.

The legislation provides that a secondary residence can be rented separately to an existing residence. This means that separate electrical, water and gas metering can be achieved on the majority of secondary residences.

What size can a secondary residence be?

A secondary residence should have a minimum size of 40m² floor area up to a maximum of 90m² floor area.

In addition to your granny flat, you can build additional structures such as garages, carports, alfresco areas and pergolas. These additional structures do not count towards the total gross floor area of the secondary residence; however considerations may need to be taken account as it relates the total plot ratio allowable on your block.

What is the minimum block size you can build a secondary residence on?

A secondary residence can be considered on a minimum block size of 500m².

Do you require development approval to build a secondary residence?

Yes. Development approval application must be submitted to gain approval to build a secondary residence.

Development approvals are submitted to and assessed by the ACT Planning and Land Authority (ACTPLA).

A development approval application may be subject to meet the criteria set out in the following legislation and standards:

- *Building Act 2004;*
- *Heritage Act 2004;*
- *Planning and Development Act 2007;*
- *Planning and Development Regulation 2008;*
- *Utilities Act 2000;* and
- *Australian Standard AS 4299 Adaptable Housing.*

Once development approval is granted we also need to obtain building approval?

Yes. Once we have secured development approval we will need to complete building approval through a private building certifier.

What does adaptable housing mean and how does it relate to our secondary residence?

Secondary residences are to be designed to be easily adaptable to meet the needs of people with a disability. This means that the dwelling should be designed to easily meet the *Australian Standard AS 4299 (Adaptable Housing)*.

What building classification will the secondary residence need to be?

Secondary residences are classified as a Class 1a building. This is clearly defined in the Building Code of Australia. Structures like decks, garages, carports, stairs or ramps are classed as 10a buildings.

How many bedrooms can a granny flat have?

Canberra Granny Flats generally build secondary residences which have one to three bedrooms, with one to two bathrooms, a number of living spaces and a kitchen and laundry.

Will a granny flat in my backyard increase my rates or land tax?

No (under the legislation in-force at this time).

Can a granny flat be rented?

Yes, if all the correct planning approvals are obtained. These approvals are required for insurance purposes as well.

Does Canberra Granny Flats manage the process to completion?

Yes. We manage every aspect of the build until it's ready to be occupied. Our turnkey guarantee means that we take full ownership and accountability from start to finish.

How much will a granny flat cost me?

It depends on the design and function (that is, whether it has a kitchen, number of bathrooms etc).

Do you offer flexibility in the granny flat designs?

Yes. There are two options. We have created a range of designs you can choose from or we provide a custom-design service to suit your needs.

Do I get to choose the inclusions in my granny flat?

Yes, if you wish to. We also offer a concierge service, for a fee, where one of our team will meet you at the retail supplier, record your choices and provide to our construction team.

Are the granny flats built on-site or are they pre-fabricated in a factory?

We build the granny flats on-site with locally based and licensed tradesmen, and ensure compliance with the applicable ACT laws.

Attachment B: Example Diagrams

Aerial View of the Project Block



Aerial View of the Project Block with Building Offsets and Building Zone



Sketch up with measurements of roofing envelopes



Front Access

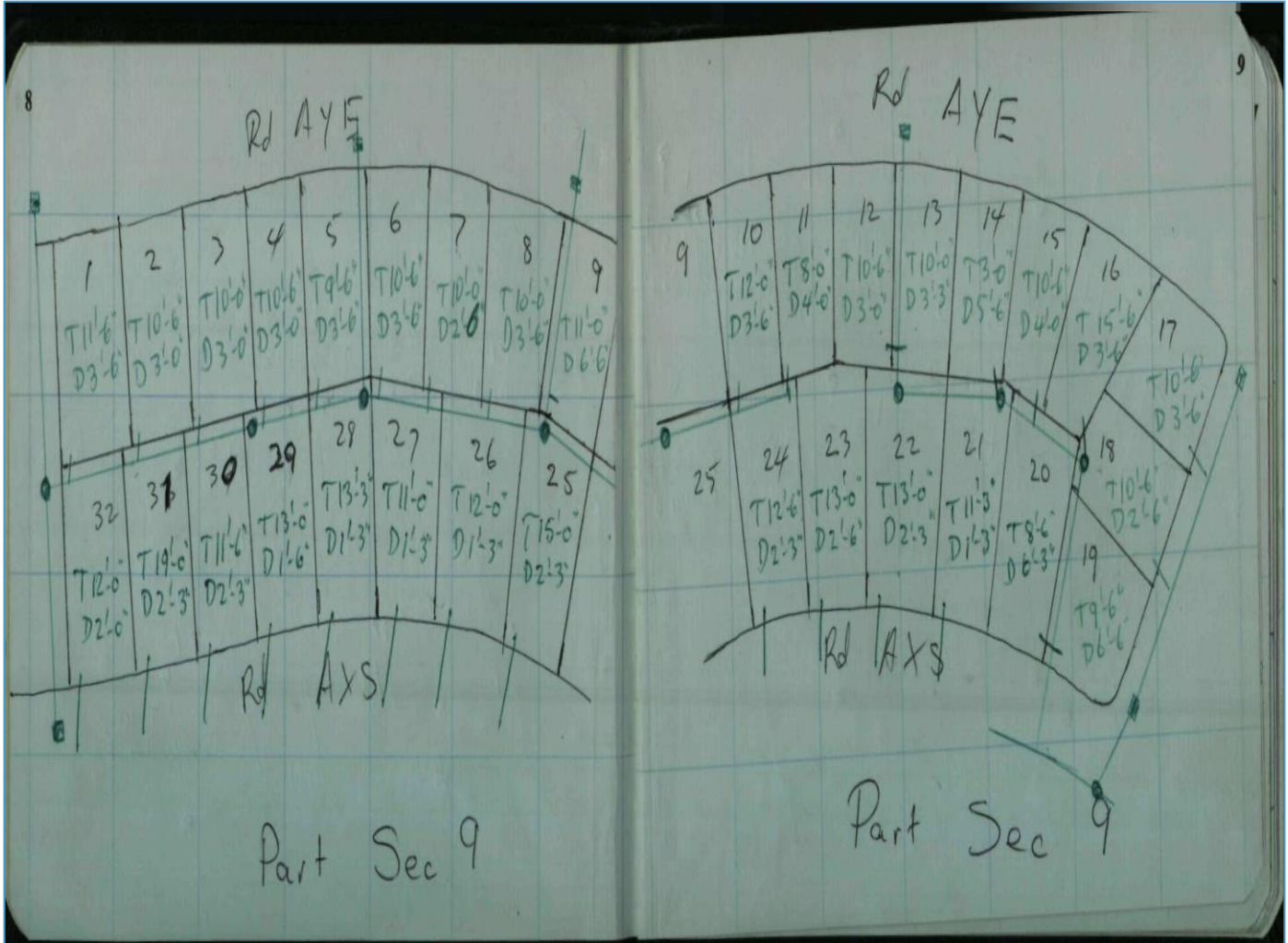


Potential Protected, Registered or Regulated Trees



Plumbing Tie Search

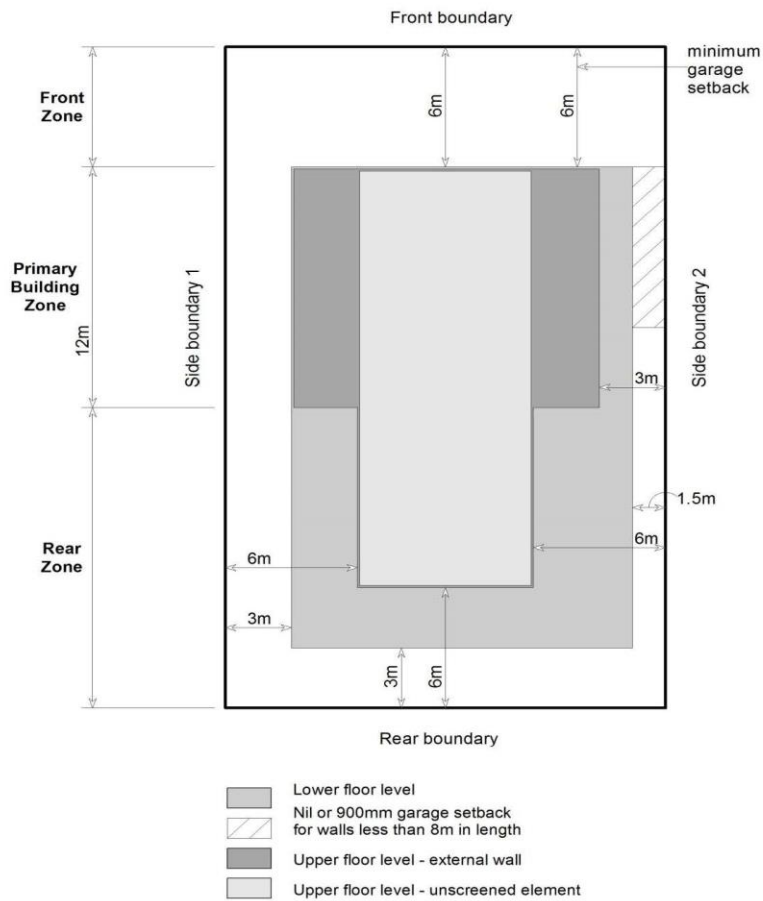
On the Tie Image, **red lines** indicate sewerage, **green lines** indicate storm water and **blue lines** indicate water supply. This search will only display the measurements and depth of the tie location for the selected block.



Large Block Boundary Setback Diagram

Appendix 1 – Boundary setback diagrams

Diagram 1: Large blocks approved before 18 October 1993
(refer Tables 2A and 5)





Job No 19985146

Phone: 1100
www.1100.com.au

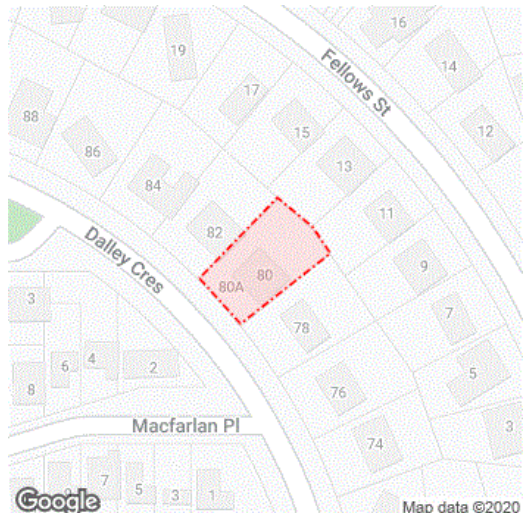
Caller Details

Contact: Mr Nick Constable
Company: Turnkey Creations Pty Ltd
Address: 77 London Circuit
Canberra ACT 2601

Caller Id: 2212643
Mobile: 0407237765
Email: support@cgb.com.au
Phone: 0407237765
Fax: Not Supplied

Dig Site and Enquiry Details

WARNING: The map below only displays the location of the proposed dig site and does not display any asset owners' pipe or cables. The area highlighted has been used only to identify the participating asset owners, who will send information to you directly.



User Reference: Not Supplied
Working on Behalf of: Private
Enquiry Date: 31/07/2020
Start Date: 04/08/2020
End Date: 04/08/2020
Address: 80 Dalley Cres
Latham ACT 2615
Job Purpose: Excavation
Location of Workplace: Private Property
Onsite Activity: Mechanical Excavation
Location in Road: Not Supplied

- Check the location of the dig site is correct. If not submit a new enquiry.
- If the scope of works change, or plan validity dates expire, resubmit your enquiry.
- Do NOT dig without plans. Safe excavation is your responsibility. If you do not understand the plans or how to proceed safely, please contact the relevant asset owners.

Notes/Description of Works:
Constructing Secondary Residence

Your Responsibilities and Duty of Care

- The lodgement of an enquiry does not authorise the project to commence. You must obtain all necessary information from any and all likely impacted asset owners prior to excavation.
- If plans are not received within 2 working days, contact the asset owners directly & quote their Sequence No.
- ALWAYS perform an onsite inspection for the presence of assets. Should you require an onsite location, contact the asset owners directly. Please remember, plans do not detail the exact location of assets.
- Pothole to establish the exact location of all underground assets using a hand shovel, before using heavy machinery.
- Ensure you adhere to any State legislative requirements regarding Duty of Care and safe digging requirements.
- If you damage an underground asset you MUST advise the asset owner immediately.
- By using this service, you agree to Privacy Policy and the terms and disclaimers set out at www.1100.com.au
- For more information on safe excavation practices, visit www.1100.com.au

Asset Owner Details

The assets owners listed below have been requested to contact you with information about their asset locations within 2 working days. Additional time should be allowed for information issued by post. It is **your responsibility** to identify the presence of any underground assets in and around your proposed dig site. Please be aware, that not all asset owners are registered with the Dial Before You Dig service, so it is **your responsibility** to identify and contact any asset owners not listed here directly.

** Asset owners highlighted by asterisks ** require that you visit their offices to collect plans.

Asset owners highlighted with a hash require that you call them to discuss your enquiry or to obtain plans.

Seq. No.	Authority Name	Phone	Status
100290505	Evoenergy/Icon Water	0262935770	NOTIFIED
100290506	NBN Co, NswAct	1800626329	NOTIFIED
100290504	Telstra NSW, South	1800653935	NOTIFIED
100290503	Transact Communications	1800786306	NOTIFIED
100290507	Transport Canberra and City Services	0278013960	NOTIFIED

END OF UTILITIES LIST

Asset location information

Applicant/Contractor

Job No.

19985146

DBYD Sequence No.

100290505

Company: Turnkey Creations Pty Ltd

Contact: Mr Nick Constable

Telephone: 0407237765

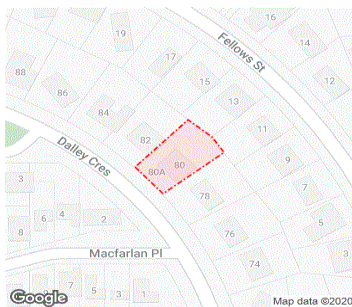
Mobile: 0407237765

Fax: Not Supplied

Address: 77 London Circuit Canberra ACT 2601

Email: support@cgfb.com.au

Work Details



Suburb: Latham

Address: 80 Dalley Cres

UBD Ref: 37B5

Description: Constructing Secondary Residenc

Enquiry Date: 31-Jul-2020

Issue Date: 31-Jul-2020

WARNING – HIGH PRESSURE GAS PIPELINE IN THE VICINITY

The records of Evoenergy Gas Networks indicate that High Pressure Underground Assets/Pipes ARE present in the vicinity of and/or surrounding area of the above enquiry. Please read all the information and conditions below and overleaf.

No excavations within 15 metres of this asset are permitted without the prior approval of Zinfra PHONE 1300 503 237

IN THE EVENT OF A GAS EMERGENCY CALL 13 19 09 (24 hours)

CONDITIONS FOR WORKS IN THE VICINITY OF EVOENERGY GAS NETWORK ASSETS

Any information provided is valid only for 90 days from the date of issue. If the work operation extends beyond this period, or if the designs are altered in any way, you are requested to re-submit your proposal for re-assessment.

Consistent with the requirements of Part 2 General – Section 8 of the Utility Networks (Public Safety) Regulations 2001 No. 28, Evoenergy require that:

- The requestor shall ensure that all workers on site are aware of the presence of natural gas.
- The requestor shall ensure that under no circumstances will mechanical excavation be carried out within 1.0 metres of a gas main without there being a Zinfra Representative on site.

- The requestor shall be responsible to maintain the presence / visibilities of all gas markings.
- **No live or isolated gas pipes shall be cut, altered or removed without APPROVAL from Zinfra.**

Note: Individual customer gas connections are generally not shown on the accompanying maps. For information regarding individual gas connections we recommend that you request a site meeting / inlet service location.

You can obtain additional information or arrange a site meeting by contacting Zinfra on **1300 503 237**. **Note that 24 hours notice is required for site meetings.**

Please read the following important information (overleaf)



The Essential First Step

evoenergy

1. High Pressure Pipelines

No excavations or heavy construction are permitted within 15m of these pipelines without notification to and authorisation from Jemena. If separation distance is 15m or less, you are required to notify Jemena of your works.

Prior to commencing works near or over the High Pressure Gas Mains you must supply Jemena with your proposal of works including design plans. You must allow four weeks for Jemena to review your works. Please mail your proposed works details to:

Jemena Asset Management Pty Ltd
Land Services Dept
PO Box 1220
North Sydney, NSW, 2059

or email: land.services@jemena.com.au

Once Jemena has reviewed your proposal and design plans and you have received Jemena's approval to proceed, you must organise for a Pipeline Technician to be on Stand-by during your works (charges may apply).

To arrange for a Pipeline Technician to be on site please call the High Pressure Coordinator on **1300 503 237** two working days prior to the works commencing.

2. High Pressure Steel and Large Diameter Medium Pressure Plastic Pipelines

You **must** contact a Pipeline Technician to conduct a survey **before** commencing any work in this area. You can arrange a survey by contacting the High Pressure Response Coordinator on **1300 503 237**. **Please note that two working days notice is required to arrange a survey.** For all works in the vicinity of High Pressure Gas Mains you are required to arrange for a Pipeline Technician to attend. Charges apply for attendance of any works outside the hours of 7am to 4pm, Monday to Friday ("Standard Business Hours") and for any attendance during Standard Business Hours that is longer than 2 hours.

WARNING. It is essential that ALL these documents be handed to the principal contractor carrying out the work. A photocopy may be taken for office records. All documents must be on site at the time of excavation. The information provided is to be used as guide only and does not absolve third parties in their "Duty of Care" obligations to take additional precautions where the work has the potential to impact on gas assets and the safety of people.

All work that may impact upon the Evoenergy Gas Network should be carefully planned with notification to Jemena (Zinfra) well in advance of commencement. This includes excavation of gas pipelines, crossings of pipelines by other underground infrastructure (drains, power cables, etc), road works or structural installations.

Evoenergy plans have been provided to show the position of underground gas mains and equipment in public gazetted roads only. Individual customers' services are not generally included on these plans. These plans have been prepared solely for Evoenergy's own use and indicate the position of underground mains and installations relative to boundaries and kerbs as at the time the mains were installed, and do not necessarily reflect any subsequent changes eg: changes to road alignments.

Evoenergy and / or Jemena (Zinfra) will accept no liability for inaccuracies in the information or lack of information on such plans for any cause whatsoever arising. Persons excavating or carrying out other earthworks will be held responsible for any damage caused to underground mains and equipment, and the costs associated with replacement or repair.

Please note that the information contained on the map provided is not a method of determining gas availability for the purposes of connection to a natural gas supply. Please contact a gas retailer to determine the availability of gas as an energy source.

IN THE EVENT OF A GAS EMERGENCY CALL 13 19 09 (24 hours)

Extinguish all sources of ignition and keep the area clear of all persons. Any attempt by third parties to repair damaged gas mains or services may result in prosecution under the Utility Networks (Public Safety) Regulations 2001.



Asset location information

Applicant/Contractor

Job No.

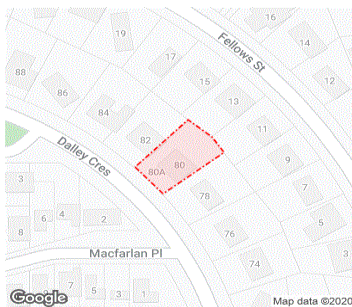
19985146

DBYD Sequence No.

100290505

Company: Turnkey Creations Pty Ltd
Contact: Mr Nick Constable
Telephone: 0407237765 Mobile: 0407237765 Fax: Not Supplied
Address: 77 London Circuit Canberra ACT 2601
Email: support@cgfb.com.au

Work Details



Suburb: Latham
Address: 80 Dalley Cres
UBD Ref: 37B5
Description: Constructing Secondary Residence

Enquiry Date: 31-Jul-2020

Issue Date: 31-Jul-2020

Information

The approximate location of Evoenergy or Icon Water assets in the area-of-enquiry are shown on the attached maps.

Please review all attached maps to check whether there are Evoenergy or Icon Water utility assets within your work area.

Please refer to your Dial Before You Dig (DBYD) enquiry information to ensure that you have received asset maps from all relevant utility owners before you commence work.

Note that there may be additional pages attached dependent on what assets are found in the area; and that maps might be on pages of different sizes.

Individual customer gas connections are generally not shown on any attached Evoenergy Gas Network map. For information regarding individual gas connections we recommend that you request a site meeting / inlet service location as per Item 6 in the Disclaimer.

HIGH PRESSURE CRITICAL GAS NETWORK ASSETS HAVE BEEN DETECTED WITHIN YOUR SEARCH AREA

As High Pressure critical gas assets are present, you must not commence any works without first contacting Jemena Land Services on (02) 9397 9000 (see Item 12 in Disclaimer for further information).

Comments

This information is valid from **31-Jul-2020** to **31-Oct-2020**

IN CASE OF EMERGENCY OR TO REPORT DAMAGE PHONE:

13 10 93 ELECTRICITY | **02 6248 3111** WATER AND SEWER | **13 19 09** GAS

Please read the following important information (overleaf)



evoenergy

icon
WATER

Disclaimer

1. General location only

The Applicant acknowledges that:

- (a) while Icon Water and Evoenergy have used reasonable endeavours to keep Asset location records current, neither party makes any warranty, guarantee or representation as to the accuracy, currency or completeness of the information contained in the attached Asset Plans.
- (b) Asset Plans:
 - i. may not show all assets in the work area;
 - ii. show only the general and approximate location of Assets;
 - iii. may show the position of Assets relative to fences, buildings, property lines, kerbs and/or other points of reference that existed at the time the Assets were installed. Any subsequent alterations to those fences, buildings etc may not have been updated on the Asset Plans. Persons should not rely on such things as a point of reference to estimate location of the Assets.

2. Limitation of liability

To the maximum extent permitted by law:

- (a) subject to paragraph 2(b), Icon Water, Jemena and Evoenergy and the officers, employees and agents of each accept no responsibility or liability for any loss, damage, liability, cost, expense, claim or proceeding of whatever nature and howsoever arising, incurred by or awarded against the Applicant or its officers, employees, agents, contractors or subcontractors, arising out of, connected with or as a consequence of use of the Asset Plans or any inaccuracies in the Asset Plans;
- (b) where:
 - i. a Jemena or Evoenergy representative has, at the Applicants request, attended the work site to mark the location of Assets prior to commencement of any works on the work site, and
 - ii. the Jemena or Evoenergy representative has been proven to be negligent in marking the Asset location

then Icon Water, Jemena and Evoenergy's liability, and the liability of the officers, employees and agents of each, is limited, at Icon Water / Jemena / Evoenergy's option, to re-attending the work site to re-mark the Asset location or paying the costs of having a third party attend the work site to re-mark the Asset location.

3. Electricity cables to be treated as LIVE

ALL electricity cables and conductors identified on the attached Asset Plans, including those marked as 'Abandoned', **MUST** be treated as 'LIVE' and dangerous until such time that they are tested and proven to be 'DE-ENERGISED'. Evoenergy recommends that cables identified as 'Abandoned' and which may be impacted, severed, damaged and/or removed by excavation works be proven 'DE-ENERGISED' and safe before commencing full-scale excavations.

4. Location of Assets may change

Assets may be moved, or additional Assets may be installed at any time. Persons using the attached Asset Plans are advised to be alert for changed locations or new installations performed after the Issue Date. If work extends for a period of 3 months beyond the Issue Date, a new application **MUST** be made to Dial Before You Dig for up to date Asset Location Information.

5. Work to be undertaken without interference or damage to assets

Any work undertaken near Assets, including without limitation excavation, structures, material storage, heavy vehicle parking, blasting or change of surface level, must be performed in a way that does not interfere with the reliability of, or access to Icon Water or Evoenergy Assets, including electricity lines or plant. Persons excavating are required to exercise care if Assets are indicated on Asset Plans and will be held responsible for any damage caused through failure to exercise such care. Icon Water or Evoenergy (as applicable) will pursue the person responsible for causing the damage or interference to their Assets to recover costs and expenses incurred in remedying such damage or interference.

6. Asset location marking

You may request our representative to visit the work site to mark the approximate location of Assets by calling **02 6293 5770** (Water and Electricity – excluding streetlight assets) or **1300 503 237** (Gas) between 7:30 am and 4 pm. Irrespective of any mandatory directions given in this notice, Evoenergy recommends that a site visit be conducted before commencing any works near Assets. Appointments will be accepted only if the Asset Location Information Sequence Number is supplied. The location and marking of Assets will not take place unless the Asset Location Advice and attached Asset Plans are in colour and to the same scale as supplied, and are at the work site. Evoenergy does not charge for these site visits. Alternatively, the Applicant may wish to engage a private underground Asset locator, at the Applicant's expense.

You are responsible for maintaining the presence / visibility of all markings and to ensure that all workers on site are aware of:

- the presence of Icon Water / Evoenergy infrastructure in the vicinity of the intended work and
- Icon Water, Jemena and Evoenergy's requirements.

NB: Arranging for marking of approximate Asset locations by either an Evoenergy representative or private underground asset locator will not relieve the Applicant and persons working on their behalf of responsibility to exercise care when working near Evoenergy / Icon Water Assets or for any damage they cause to Evoenergy / Icon Water Assets while performing works.

7. Underground Assets must be located by potholing

Potholing or other non-destructive techniques must be used until underground Assets are located. When located, excavation may commence provided that persons carrying out the excavation work must follow Evoenergy's recommended specifications concerning minimum safety distances when excavating within the vicinity of Icon Water or Evoenergy's networks. Unless otherwise approved by Jemena, **under no circumstances can mechanical excavation be carried out within 1.0 metres of a gas main without a Jemena Representative on site.**



8. Water, Sewer and Effluent Mains

Icon Water requires mandatory supervision by authorised Icon Water personnel when potholing and excavating within the vicinity of critical water and sewer network assets (as determined by Icon Water) or Icon Water mains with a diameter of 300mm and above. **All effluent mains are classified as critical assets.**

To arrange an inspection or for any emergency please call Icon Water **02 6248 3111**.

9. Substation Earthing Conductors

The information does not include details of substation earthing conductors. These are installed within the vicinity of pole and ground mounted substations. Earthing conductors extend 1.0m in each direction from the substation. However, please be aware that site-specific requirements mean earthing conductors may be installed beyond this distance. Further information can be provided upon request.

10. Indications of the Presence of Cables

The presence of cables or conduits may be indicated by the following warning and marking devices

- Letter "E" inscriptions on Kerbs or "Electrical" inscriptions on pit lids
- Danger signs on above ground posts, walls etc
- Thin Orange "Caution Electrical Cables" Warning Tape
- Orange /Black PLASTIC Polymeric slab (3-6mm thick x 200mm wide)
- Concrete Bricks or slabs (approx 200mm x 500mm)
- Orange PVC or white Asbestos Cement (AC) Conduit or Galvanized Pipe
- Cylindrical concrete "ACTEA Electric Cable" markers
- Weak Concrete encasement directly around cables / conduits
- Texture/ colour change of excavated material (bedding sand, cracker dust, clean fill)

Note that some cables may have been installed without the presence of such marking devices.

11. Gas mains

- (a) Evoenergy gas mains are managed by Jemena Asset Management Pty Ltd and operated by Zinfra.
- (b) Mandatory stand-by / supervision by Zinfra personnel is required when excavating within the vicinity of critical gas network assets OR where mechanical excavation is required within 1.0 metres of the gas network. Your activity around critical gas assets will be supervised by Zinfra at no charge for the first two hours. This supervision is to ensure the integrity of Evoenergy's assets is maintained.

Note: Charges may apply if stand-by is required for longer than two hours.

Please contact Zinfra on **1300 503 237** between 7.30 am and 4 pm if you require a stand-by person.

12. High Pressure Gas Network Assets

You must supply Jemena with your proposal of works including a written outline of your works and design plans for review. It may take up to four weeks for Jemena to review your works proposal. Following review, we will advise you of Jemena's requirements for protecting the High Pressure gas main.

Please mail your proposed works details to:

Jemena Asset Management Pty Ltd
Attention: Land Services Department
PO Box 1220
North Sydney NSW 2059

or email land.services@jemena.com.au

Please note that a duty of care exists to ensure that this gas main is not compromised or damaged during future development or construction work.

13. Streetlight Assets

Streetlight assets in the ACT are owned and maintained by the ACT Government. You expressly acknowledge and agree that

- (a) Evoenergy does not maintain streetlight asset information; and
- (b) any such information provided by Evoenergy may not be up to date, reliable or complete and is provided strictly on an "as is" basis without any warranty of any kind. Please contact Access Canberra on **13 22 81** during business hours if you require further information.

THIS DOCUMENT AND ASSOCIATED ASSET PLANS MUST BE KEPT AT THE WORK SITE.














Icon Water: Effluent Re-use Network Legend




Hydrant

-  Overhead Filling Point
-  Mill Cock
-  Pillar Hydrant
-  High Capacity
-  Spring Hydrant



Fitting

-  Outlet
-  Inlet
-  Blank Flange
-  Dual Service Tee
-  End Cap
-  Gibault Joint
-  Maintenance Hole
-  Open End
-  Orifice Plate
-  Reducer
-  Tapping Band Bend

Service Connection (Meter)

-  Flow Element
-  Billing Large Diameter
-  Billing Small Diameter

Test Station

-  Flow Recording Device
-  Sampling Point




Pump

-  Pump



System Valve

-  <all other values>
-  Ball Valve
-  Butterfly Valve
-  Cone Valve
-  Gate Valve
-  Globe Valve
-  Needle Valve
-  Scour Valve

Control (Protection) Valve

-  Double Check
-  Reflux Valve
-  Single Air Valve
-  Double Air Valve
-  Enhanced Double Air Valve
-  Reduced Pressure Zone Valve
-  Pressure Relief Valve
-  Float Valve





Curb Stop Valve

-  Main Cock Valve
-  Tapping Band Valve






Reservoir Supply

-  Reservoir Supply






Main

-  Rising Main
-  Bulk Supply
-  Distribution Main
-  Reticulation

Lateral Line

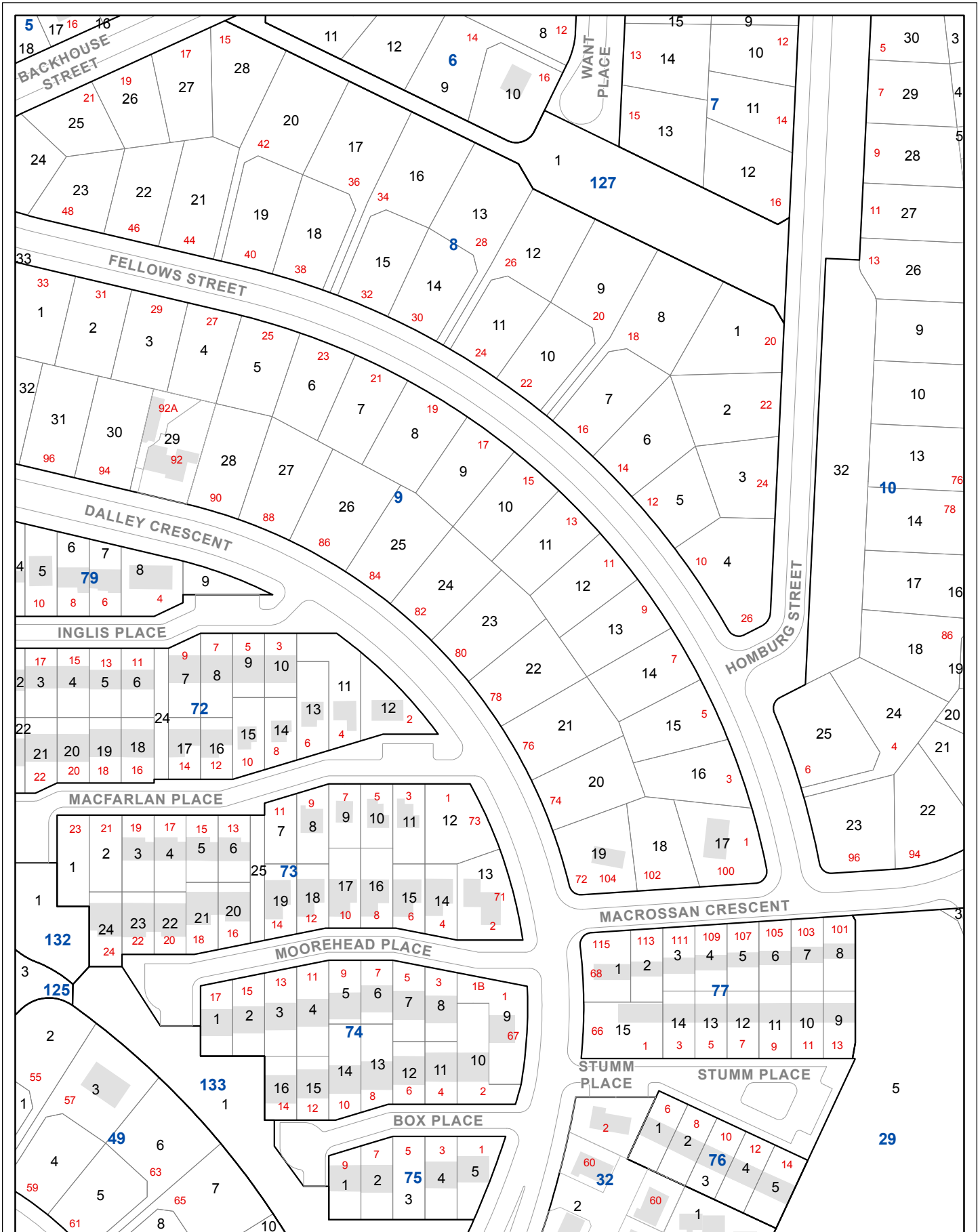
-  Irrigation
-  Wash Down
-  Overflow
-  Scour
-  Drain

Effluent Structure

-  Dam
-  Pump Station
-  Reservoir Structure
-  Treatment Plant
-  Valve Chamber

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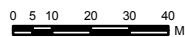
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80 Dalley Cres, Latham

Effluent Network



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ELECTRICITY NETWORK LEGEND

Support Structure (Distribution)

-  Pole
-  Streetlight-Only Pole

Support Structure (Transmission)

-  Pole
-  Tower
-  Yard Structure




Underground Structure

-  Pit



Recloser

-  Recloser




Transmission Line

-  Overhead Transmission Line
-  Underground Transmission Line, In Service
-  Underground Transmission Line, Abandoned

Building

-  Zone Building
-  Standalone Chamber




Switches

-  Air Break
-  Load Break
-  Overhead Link




Fuse

-  Drop Out Fuse

HV Electric Lines

-  Overhead HV Electric Line
-  Underground HV Electric Line, In Service
-  Underground HV Electric Line, Abandoned




LV Electric Lines

-  Overhead LV Electric Line
-  Underground LV Electric Line, In Service
-  Underground LV Electric Line, Abandoned

Streetlight

-  Streetlight
-  Streetlight Controller
-  Streetlight Photoelectric Controller
-  Other Streetlight Support
-  Streetlight Column

Streetlight Cable

-  Overhead Streetlight Line
-  Underground Streetlight Line, In Service
-  Underground Streetlight Line, Abandoned

Joint

-  Cable Joint

Service Lines

- Overhead Service Line
- Underground Service Line, In Service
- Underground Service Line, Abandoned

Service Point

-  Service Point

Fibre Communication Cable

- Fibre Communication Cable













Copper Communication Cable

- Pilot Cable








Underground Earth Cable

- Underground Earth Cable

Ground Mounted Structure

-  Streetlight Control Cubicle
-  Distribution Box
-  Point-Of-Entry Cubicle
-  HV Switching Station
-  Kiosk
-  Padmount
-  Link Pillar
-  Micro Pillar
-  Mini Pillar
-  Pregnant Column
-  Communication Cubicle
-  SCADA Cubicle

Electric Supply Site

-  132kV Switching Station
-  Bulk Supply Station
-  Mobile Zone Substation
-  Zone Substation
-  Overhead Substation
-  Chamber Substation
-  Stockade

IMPORTANT NOTE:

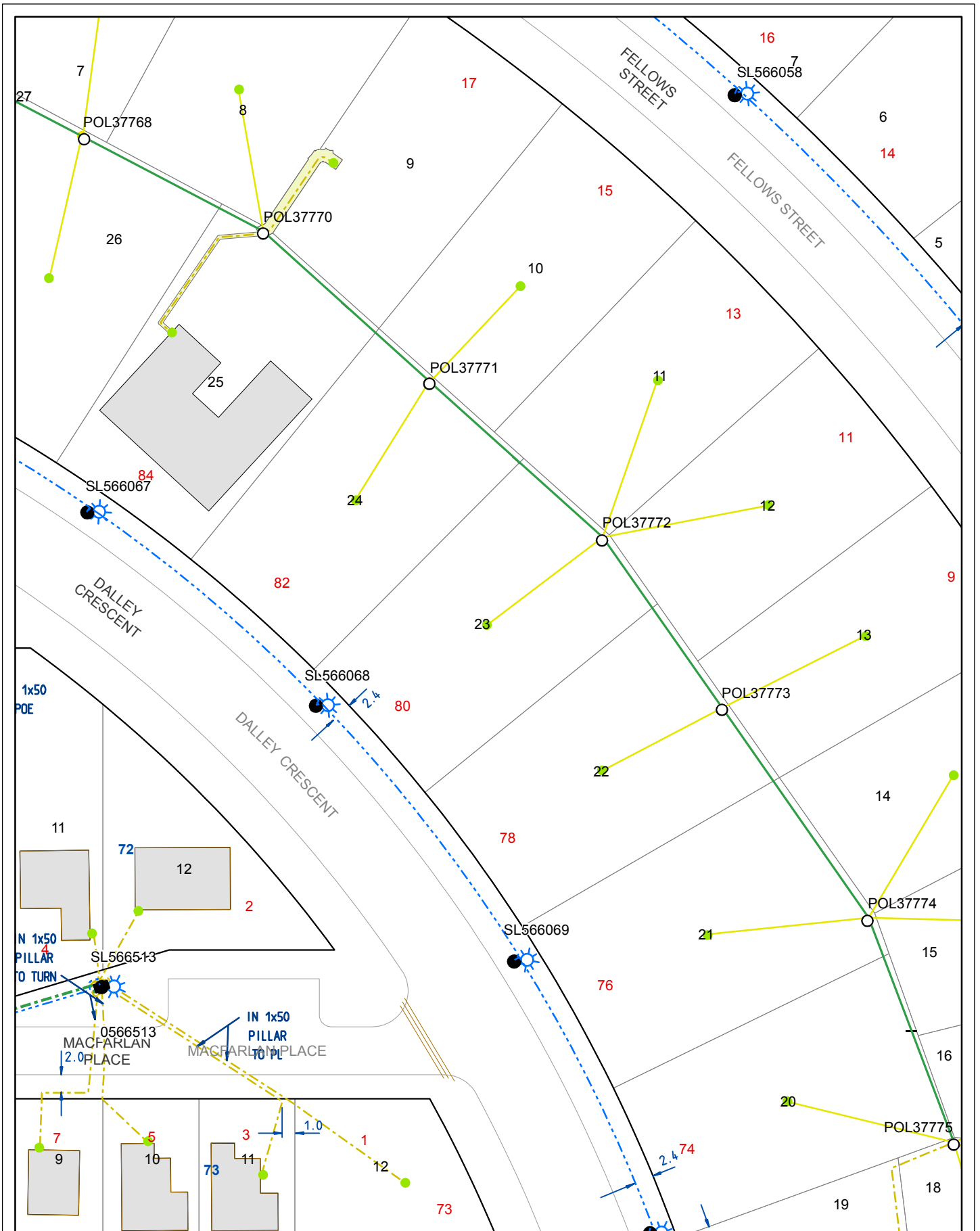
- The term 'ABANDONED' is utilised to identify an underground cable that has been physically disconnected from the Evoenergy electricity network, is not in service and cannot readily be put back into service without specific augmentation and/or reconnection works. Cable(s) identified by Evoenergy as 'ABANDONED' have been discarded in-situ by Evoenergy. ALL cables should be treated as 'LIVE' and Dangerous until proven de-energised and safe.

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Evoenergy Electricity Network
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GAS NETWORK LEGEND

GasStation CRITICAL

-  DistrictRegulator
-  TrunkReceivingStation
-  PrimaryRegulatingStation
-  BulkMeteringStation
-  PressureMonitoringStation
-  ScraperStation
-  BoundaryRegulatorSet
-  SecondaryBoundaryRegulatorSet
-  ValveStation




GasDevice

-  <all other values>
-  IsolationValve
-  Odouriser
-  Siphon
-  WaterbathHeater
-  Filter
-  Catalyst Heater
-  Silencer
-  Regulator










GasDevice High Risk Valve CRITICAL

-  HighRiskAreaIsolation



GasMeter

-  DomesticMeter
-  IndustCommMeter
-  SecondaryMeterSet

GasFitting

-  EndCap
-  Tee
-  ExpansionJoint
-  Flange
-  Reducer
-  Cross
-  ServiceSaddle
-  InsulationJoint
-  GaugingPoint



CPAnode

-  AnodeGroundBed
-  SacrificialAnode


CPRectifier

-  TransformerRectifier





CP Cable

-  CPRectifierCable
-  CPGroundBedCable




Conduit

-  Conduit



GasStructure

-  <all other values>
-  CPKiosk
-  Pit
-  StationStructure






GasService

-  <all other values>
-  Gas Service IN USE
-  Gas Service NOT IN USE










GasService STEEL or MAOP >= 1050 OR DIA >= 75mm CRITICAL

-  Gas Service IN SERVICE
-  Gas Service NOT IN SERVICE

GasPipe

-  <all other values>
-  DistributionMain, Nylon, InService
-  Gas Pipe NOT IN USE
-  DistributionMain, PE, InService
-  DistributionMain, Copper, InService

GasPipe STEEL OR MAOP >= 1050 OR DIA >= 75mm CRITICAL

-  DistributionMain, Copper, InService
-  DistributionMain, Nylon, InService
-  DistributionMain, PE, InService
-  PrimaryMain, Steel, InService
-  PrimaryMain, Steel, Proposed
-  SecondaryMain, Steel, InService
-  SecondaryMain, Steel, Proposed
-  TransmissionMain, Steel, InService
-  Gas Pipe NOT IN USE

R 10.0 = DISTANCE TO ROAD
 B 10.0 = DISTANCE TO BOUNDARY
 E 10.0 = DISTANCE TO END
 C 10.0 = DISTANCE TO CHANGE OF DIRECTION

 = DISTANCE FROM MAIN TO KERB
 = DISTANCE FROM MAIN TO BOUNDARY

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Icon Water: Sewer Network Legend

Abandoned Point

- ✕ Abandoned Point

Maintenance Hole

- Active
- De-Commissioned

Fitting

- ^{BVR} Buried Vertical Riser
- Dead End
- ▶ Reducer
- Riser
- Tee

Service Connection

- Service Connection

DischargePoint

- ⌋ DischargePoint

Gauging Point / Test Station

- ◆ ChemicalTransducer
- ◆ ElectroMagnetic
- ◆ Flume
- ◆ PressureTransducer
- ◆ Sonic
- ◆ Venturi
- ◆ WeirGauge

Inspection Shaft

- ^{SIS} ● Special Inspection Shaft
- ^{SMS} ● Standard 225 Inspection Shaft

Clean Out Point

- ^{RP} ● Rodding Point

Control (Protection) Valve

- ◇ Air Valve
- ↶ Reflux Valve

Pump

- Pump

Storage Tank / Vault

- ▣ Storage Tank / Vault

SystemControlValve

- ^{SCOUR} ⚡ Scour Valve
- ⊙ Ball Valve
- ^{PLUG} ⚡ Plug
- ⚡ Gate Valve
- ^{SL} ⚡ Stop Log
- ^P ⚡ Penstock

Sewer Structures

- ◇ Odour Scrubber
- ⊕ Sewer Fan
- ^{SVE} ● Vent

Vertical Drop

- ^{SVD} ● Vertical Drop

VortexDrop

- ^V ▼ VortexDrop

Weir

- ^W ● Weir

Gravity Main

- Vent Pipe
- Reticulation Main
- Trunk Main
- Tunnel
- Siphon
- Overflow Pipe
- Inline Storage

Pressure Main

- Pressure Main

Lateral Line

- Property Service Line
- Scour Line

De-Commissioned Mains

- De-Commissioned Mains

Abandoned Mains

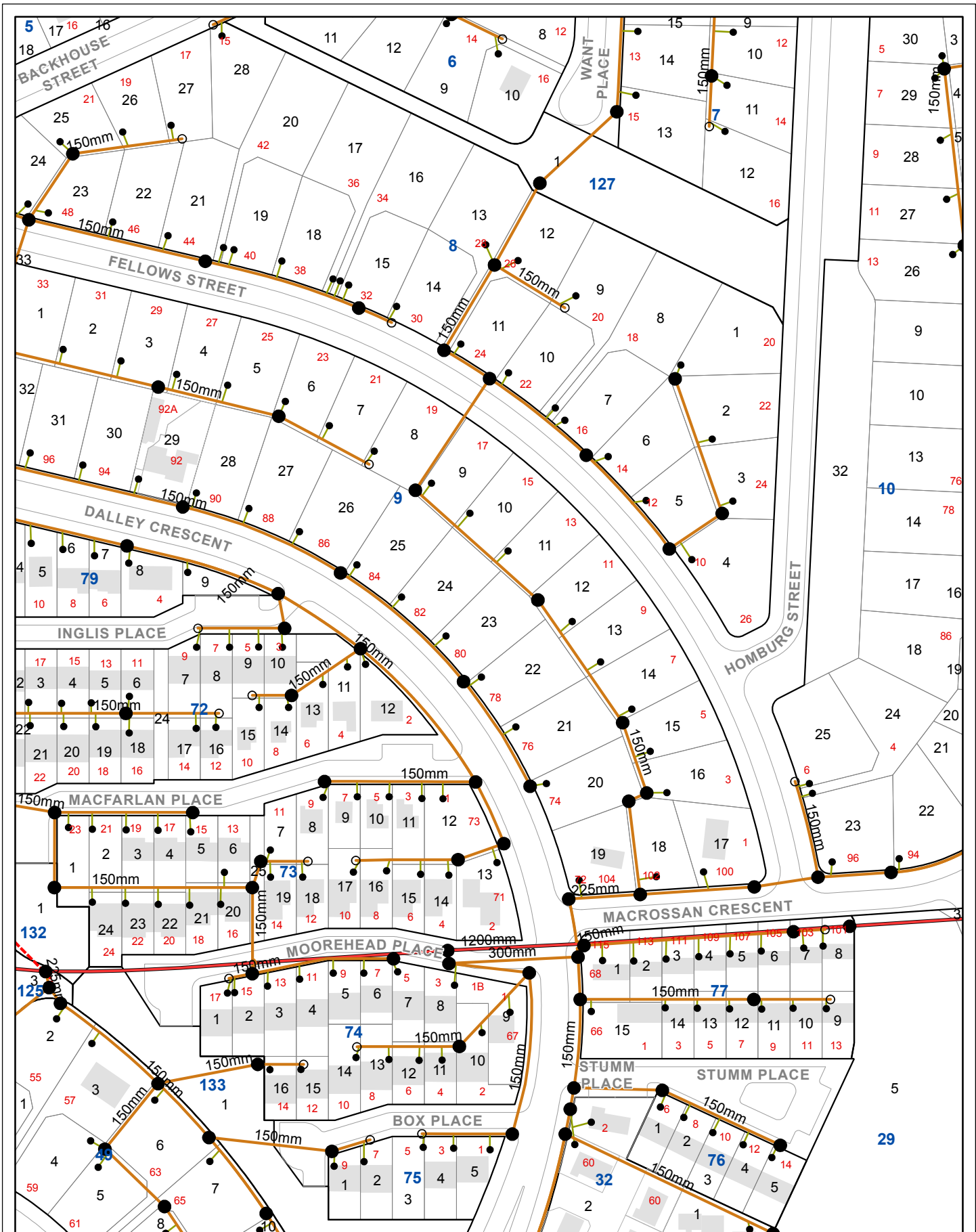
- Abandoned Mains

Sewer Structure

- DiversionChamber
- DiversionPoint
- PumpStation
- SplitManhole
- StorageBasin
- TreatmentPlant
- DischargeStructure
- PipeBridge
- SeptageFacility
- ValveChamber

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Sewer Network



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

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M






Icon Water: Water Network Legend




Hydrant

-  HighCapacity
-  MillCock
-  OverheadFillingP...
-  PillarHydrant
-  SpringHydrant

Service Connection (Meter)

-  Flow Element
-  Billing Large Diameter
-  Billing Small Diameter


Test Station

-  Pressure Recording Device
-  Flow Recording Device
-  Sampling Point









Pump

-  Pump








System Valve: Ball


-  Ball Valve

System Valve: Butterfly











-  Altitude Inlet Control
-  Back Up
-  DualFlowRate
-  Flow Altitude
-  Flow Rate Control
-  Isolation
-  Normally Closed Isolation
-  Pump Control

System Valve: Butterfly Motorised

-  Altitude Inlet Control
-  Back Up
-  DualFlowRate
-  Flow Altitude
-  Flow Rate Control
-  Isolation
-  Normally Closed Isolation







-  Pump Control

Control (Protection) Valve

-  Double Air
-  Double Check
-  Enhanced Double Air Valve
-  Float Valve
-  Pressure Relief Valve
-  Reduced Pressure Zone
-  Reflux Valve
-  Single Air
-  Altitude Inlet Control
-  Outlet Control

System Valve: Cone









System Valve: Gate

-  Zone Valve
-  Normally Closed Isolation
-  Isolation
-  Flow Rate Control
-  Back Up
-  Altitude Inlet Control


System Valve: Gate Motorised

-  Isolation


System Valve: Globe

-  Pump Control
-  Pressure Sustaining
-  Pressure Reducing
-  Flow Rate Control
-  Flow Altitude
-  Outlet Control
-  Back Up
-  Altitude Inlet Control

System Valve: Needle

-  System Valve: Needle





System Valve: Scour

-  System Valve: Scour






Network Structure

-  Service Reservoir
-  Treatment Plant Reservoir
-  NonPotable Water Reservoir
-  Minor Tanks

Main

-  Reticulation Main
-  Distribution Main
-  Bulk Supply Main
-  Rising Main







Lateral Line

-  Domestic Service
-  Fire Service
-  Overflow
-  Wash Down
-  Scour
-  Drain

Abandoned Mains and Lateral Lines

-  Abandoned Mains and Lateral Lines

Water Structure

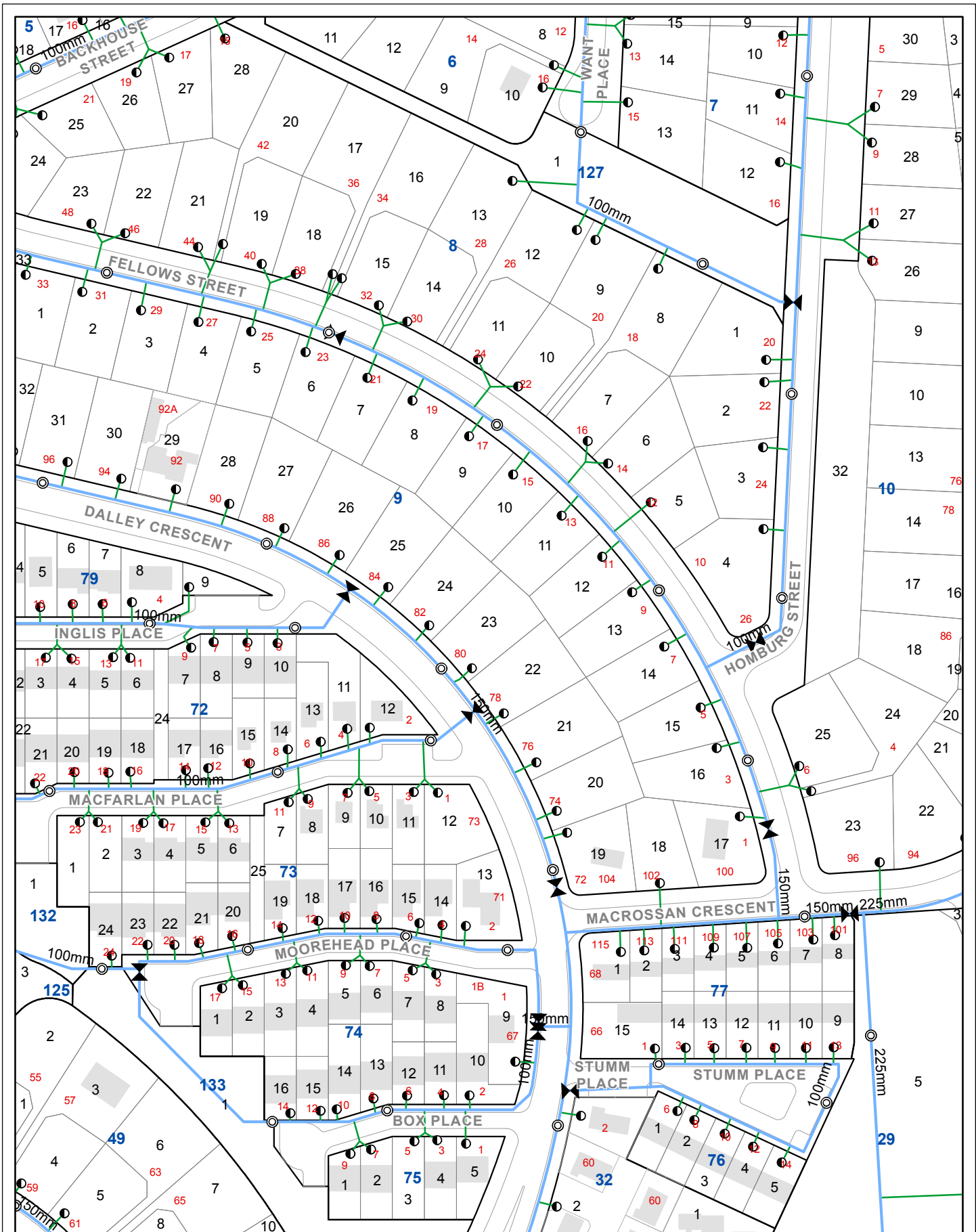
-  Dam
-  Pipe Bridge
-  Pump Station
-  Reservoir Structure
-  Treatment Plant
-  Valve Chamber

Warning Zone:
Contact Icon Water before any excavation in this area 62483111



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Seq #: 100290505
80 Dalley Cres, Latham

Water Network



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0 5 10 20 30 40
M





Working near nbn™ cables

nbn has partnered with Dial Before You Dig to give you a single point of contact to get information about **nbn** underground services owned by **nbn** and other utility/service provider in your area including communications, electricity, gas and other services. Contact with underground power cables and gas services can result in serious injury to the worker, and damage and costly repairs. You must familiarise yourself with all of the Referral Conditions (meaning the referral conditions referred to in the DBYD Notice provided by **nbn**).

Practice safe work habits

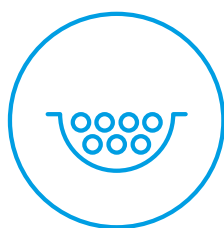
Once the DBYD plans are reviewed, the Five P's of Excavation should be adopted in conjunction with your safe work practices (which must be compliant with the relevant state Electrical Safety Act and Safe Work Australia "Excavation Work Code of Practice", as a minimum) to ensure the risk of any contact with underground **nbn** assets are minimised.



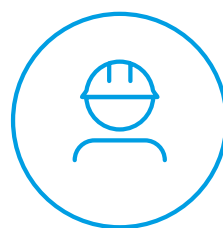
Plan: Plan your job ensuring the plans received are current and apply to the work to be performed. Also check for any visual cues that may indicate the presence of services not covered in the DBYD plans.



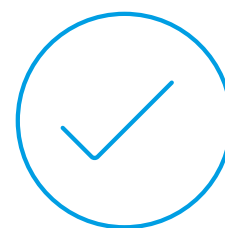
Prepare: Prepare for your job by engaging a DBYD qualified Plant Locator to help interpret plans and identify on-site assets. Contact **nbn** should you require further assistance.



Pothole: Non-destructive potholing (i.e. hand digging or hydro excavation) should be used to positively locate **nbn** underground assets with minimal risk of contact and service damage.

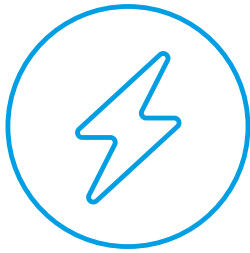


Protect: Protecting and supporting the exposed **nbn** underground asset is the responsibility of the worker. Exclusion zones for **nbn** assets are clearly stated in the plan and appropriate controls must be implemented to ensure that encroachment into the exclusion zone by machinery or activities with the potential to damage the asset is prevented.

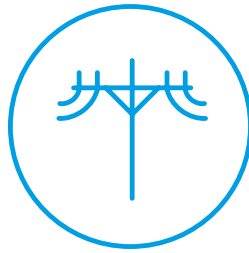


Proceed: Proceed only when the appropriate planning, preparation, potholing and protective measures are in place.

Working near **nbn**TM cables



Identify all electrical hazards, assess the risks and establish control measures.



When using excavators and other machinery, also check the location of overhead power lines.



Workers and equipment must maintain safety exclusion zones around power lines.

Once all work is completed, the excavation should be re-instated with the same type of excavated material unless specified by **nbn**. Please note:

- Construction Partners of **nbn** may require additional controls to be in place when performing excavation activities.
- The information contained within this pamphlet must be used in conjunction with other material supplied as part of this request for information to adequately control the risk of potential asset damage.

Contact

In the event of the **nbn**TM network facility damage please call 1800 626 329

Disclaimer

This brochure is a guide only. It does not address all the matters you need to consider when working near our cables. You must familiarise yourself with other material provided (including the Referral Conditions) and make your own inquiries as appropriate.


nbn will not be liable or responsible for any loss, damage or costs incurred as a result of reliance on this brochure.

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To: Mr Nick Constable
Phone: 0407237765
Fax: Not Supplied
Email: support@cgfb.com.au

Dial before you dig Job #:	19985146	 DIAL BEFORE YOU DIG www.1100.com.au
Sequence #	100290506	
Issue Date:	31/07/2020	
Location:	80 Dalley Cres , Latham , ACT , 2615	Some impact. No onsite action required.

Information

The area of interest requested by you contains one or more assets.

nbn Assets	Search Results
Communications	Asset identified
Electricity	Asset identified

In this notice **NBN Facilities** means *underground fibre optic, telecommunications and/or power facilities, including but not limited to cables, owned and controlled by nbn*

Location of Underground Power Facilities

We thank you for your enquiry. In relation to your enquiry at the above address:

- **nbn's** records indicate that there **ARE nbn** Facilities in the vicinity of the location identified above ("Location").
- **nbn** indicative plan/s are attached with this notice ("Indicative Plans").
- The Indicative Plan/s show general depth and alignment information only and are not an exact, scale or accurate depiction of the location, depth and alignment of **nbn** Facilities shown on the Plan/s.
- In particular, the fact that the Indicative Plans show that a facility is installed in a straight line, or at uniform depth along its length cannot be relied upon as evidence that the facility is, in fact, installed in a straight line or at uniform depth.
- You should read the Indicative Plans in conjunction with this notice and in particular, the notes below.
- You should note that, at the present time, the Indicative Plans are likely to be more accurate in showing location of fibre optics and telecommunications cables than power cables. There may be a variation between the line depicted on the Indicative Plans and the location of any power cables. As such, consistent with the notes below, particular care must be taken by you to make your own enquiries and investigations to precisely locate any power cables and manage the risk arising from such cables accordingly.
- The information contained in the Indicative Plan/s is valid for 28 days from the date of issue set out



above. You are expected to make your own inquiries and perform your own investigations (including engaging appropriately qualified plant locators at your cost to locate **nbn** Facilities during any activities you carry out on site).

We thank you for your enquiry and appreciate your continued use of the Dial Before You Dig Service. If you are planning to excavate and require further information, please contact **nbn** on 1800 626 329. For any enquiries related to moving assets or Planning and Design activities, please visit the **nbn** [Commercial Works](#) website to complete the online application form.

Notes:

1. You are now aware that there are **nbn** Facilities in the vicinity of the above property that could be damaged as a result of activities carried out (or proposed to be carried out) by you in the vicinity of the Location.
2. You should have regard to section 474.6 and 474.7 of the *Criminal Code Act 1995* (CoA) which deals with the consequences of interfering or tampering with a telecommunications facility. Only persons authorised by **nbn** can interact with **nbn's** network facilities.
3. Any information provided is valid only for **28 days** from the date of issue set out above.

Referral Conditions

The following are conditions on which **nbn** provides you with the Indicative Plans. By accepting the plans, you are agreeing to these conditions. These conditions are in addition, and not in replacement of, any duties and obligations you have under applicable law.

1. **nbn** does not accept any responsibility for any inaccuracies of its plans including the Indicative Plans. You are expected to make your own inquiries and perform your own investigations (including engaging appropriately qualified plant locators at your expense to locate **nbn** Facilities during any activities you carry out on site).
2. You acknowledge that **nbn** has specifically notified you above that the Indicative Plans are likely to be more accurate in showing location of fibre optics and telecommunications cables than power cables. There may be a variation between the line depicted on the Indicative Plans and the location of any power cables.
3. You should not assume that **nbn** Facilities follow straight lines or are installed at uniformed depths along their lengths, even if they are indicated on plans provided to you. Careful onsite investigations are essential to locate the exact position of cables.
4. In carrying out any works in the vicinity of **nbn** Facilities, you must maintain the following minimum clearances:
 - 300mm when laying assets inline, horizontally or vertically.
 - 500mm when operating vibrating equipment, for example: jackhammers or vibrating plates.
 - 1000mm when operating mechanical excavators.
 - Adherence to clearances as directed by other asset owner's instructions and take into account any uncertainty for power cables.
5. You are aware that there are inherent risks and dangers associated with carrying out work in the vicinity of underground facilities (such as **nbn** fibre optic, copper and coaxial cables, and power cable feed to **nbn** assets). Damage to underground electric cables may result in:
 - Injury from electric shock or severe burns, with the possibility of death.
 - Interruption of the electricity supply to wide areas of the city.
 - Damage to your excavating plant.
 - Responsibility for the cost of repairs.
6. You must take all reasonable precautions to avoid damaging **nbn** Facilities. These precautions may include but not limited to the following:
 - All excavation sites should be examined for underground cables by careful hand excavation. Cable cover slabs if present must not be disturbed. Hand excavation needs to be undertaken with extreme care to



minimise the likelihood of damage to the cable, for example: the blades of hand equipment should be aligned parallel to the line of the cable rather than digging across the cable.

- If any undisclosed underground cables are located, notify **nbn** immediately.
 - All personnel must be properly briefed, particularly those associated with the use of earth-moving equipment, trenching, boring and pneumatic equipment.
 - The safety of the public and other workers must be ensured.
 - All excavations must be undertaken in accordance with all relevant legislation and regulations.
7. You will be responsible for all damage to **nbn** Facilities that are connected whether directly, or indirectly with work you carry out (or work that is carried out for you or on your behalf) at the Location. This will include, without limitation, all losses expenses incurred by **nbn** as a result of any such damage.
 8. You must immediately report any damage to **nbn**TM network that you are/become aware of. Notification may be by telephone - 1800 626 329.
 9. Except to the extent that liability may not be capable of lawful exclusion, **nbn** and its servants and agents and the related bodies corporate of **nbn** and their servants and agents shall be under no liability whatsoever to any person for any loss or damage (including indirect or consequential loss or damage) however caused (including, without limitation, breach of contract negligence and/or breach of statute) which may be suffered or incurred from or in connection with this information sheet or any plans(including Indicative Plans) attached hereto. Except as expressly provided to the contrary in this information sheet or the attached plans(including Indicative Plans), all terms, conditions, warranties, undertakings or representations (whether expressed or implied) are excluded to the fullest extent permitted by law.

All works undertaken shall be in accordance with all relevant legislations, acts and regulations applicable to the particular state or territory of the Location. The following table lists all relevant documents that shall be considered and adhered to.

State/Territory	Documents
National	Work Health and Safety Act 2011
	Work Health and Safety Regulations 2011
	Safe Work Australia - Working in the Vicinity of Overhead and Underground Electric Lines (Draft)
	Occupational Health and Safety Act 1991
NSW	Electricity Supply Act 1995
	Work Cover NSW - Work Near Underground Assets Guide
	Work Cover NSW - Excavation Work: Code of Practice
VIC	Electricity Safety Act 1998
	Electricity Safety (Network Asset) Regulations 1999
QLD	Electrical Safety Act 2002
	Code of Practice for Working Near Exposed Live Parts
SA	Electricity Act 1996
TAS	Tasmanian Electricity Supply Industry Act 1995
WA	Electricity Act 1945
	Electricity Regulations 1947
NT	Electricity Reform Act 2005
	Electricity Reform (Safety and Technical) Regulations 2005
ACT	Electricity Act 1971

Thank You,

Network Operations Centre - Assurance




Date: 31/07/2020

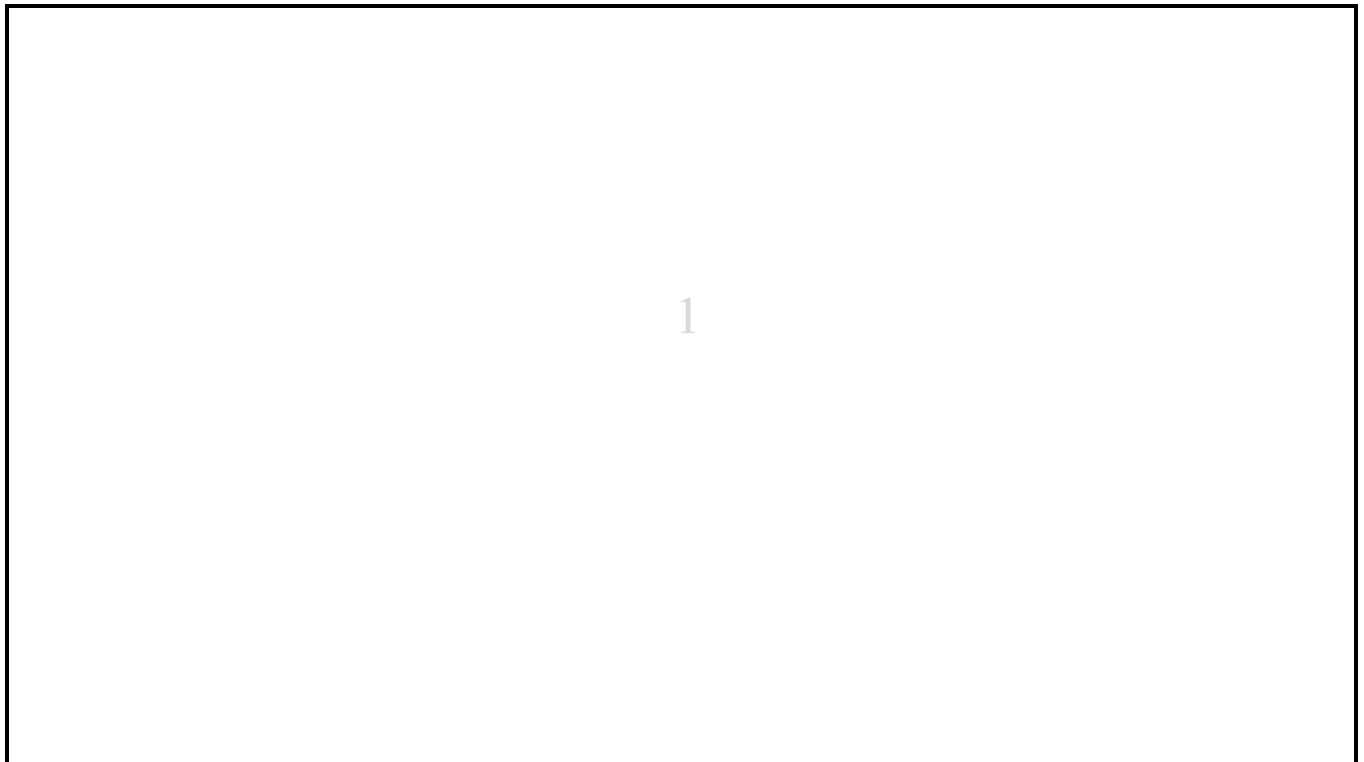
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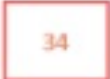




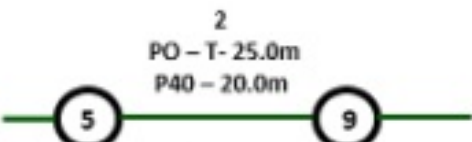






Indicative Plans

Issue Date:	31/07/2020	 The logo features a red circle with a diagonal slash over a black silhouette of a person digging. To the right of the circle, the text 'DIAL BEFORE YOU DIG' is written in bold, black, uppercase letters. Below this text, the website address 'www.1100.com.au' is written in a smaller font.
Location:	80 Dalley Cres , Latham , ACT , 2615	






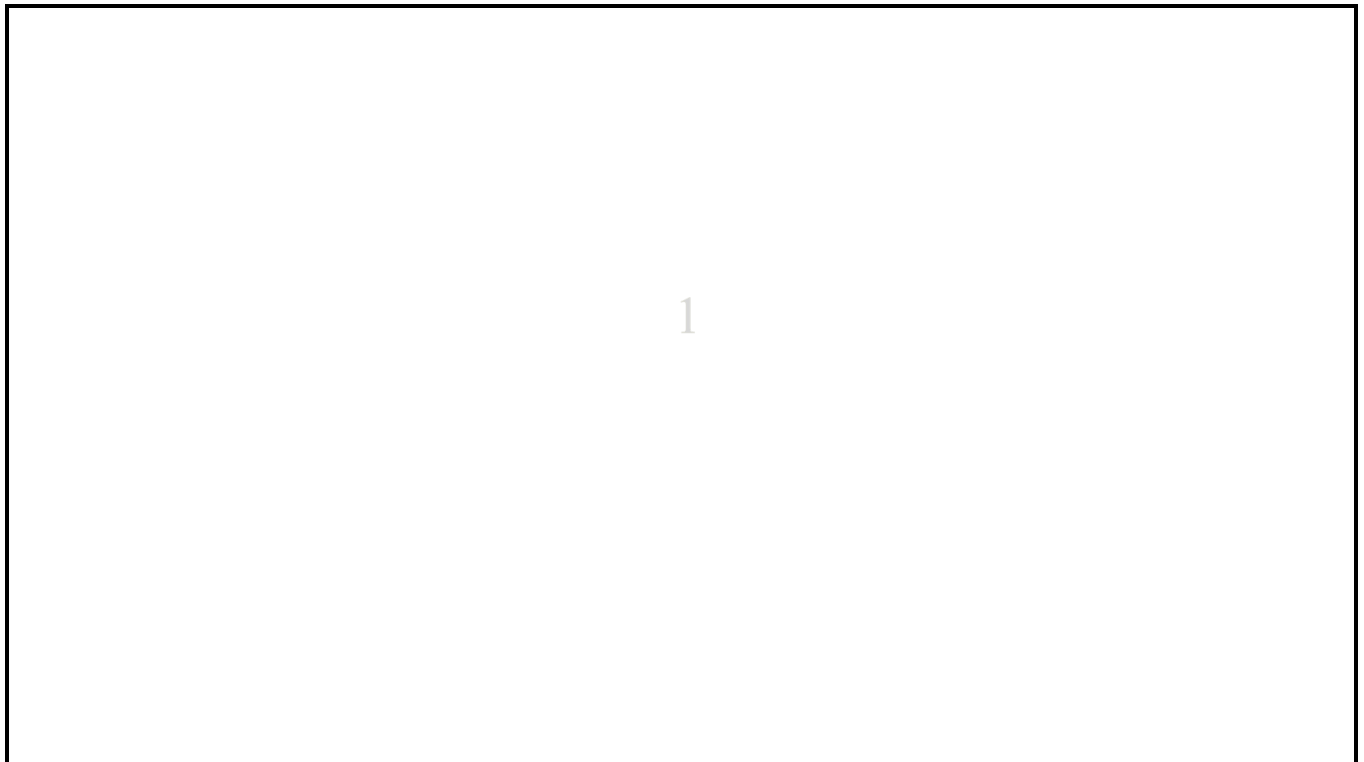
LEGEND

	Parcel and the location
	Pit with size "5"
	Power Pit with size "2E". Valid PIT Size: e.g. 2E, 5E, 6E, 8E, 9E, E, null.
	Manhole
	Pillar
	Cable count of trench is 2. One "Other size" PVC conduit (PO) owned by Telstra (-T-), between pits of sizes, "5" and "9" are 25.0m apart. One 40mm PVC conduit (P40) owned by NBN, between pits of sizes, "5" and "9" are 20.0m apart.
	2 Direct buried cables between pits of sizes, "5" and "9" are 10.0m apart.
	Trench containing any INSERVICE/CONSTRUCTED (Copper/RF/Fibre) cables.
	Trench containing only DESIGNED/PLANNED (Copper/RF/Fibre/Power) cables.
	Trench containing any INSERVICE/CONSTRUCTED (Power) cables.
	Road and the street name "Broadway ST"
<p data-bbox="360 1861 443 1895">Scale</p>	<p data-bbox="679 1816 1139 1850">0 20 40 60 Meters</p> <p data-bbox="1094 1861 1187 1895">1:2000</p> <p data-bbox="1023 1895 1259 1928">1 cm equals 20 m</p> 



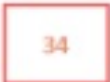




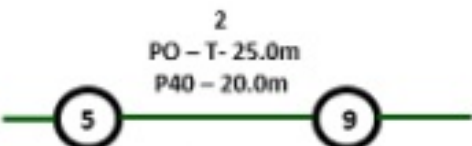
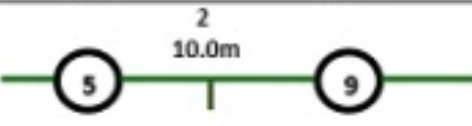





Indicative Plans

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Location:	80 Dalley Cres , Latham , ACT , 2615	





LEGEND

	Parcel and the location
	Pit with size "5"
	Power Pit with size "2E". Valid PIT Size: e.g. 2E, 5E, 6E, 8E, 9E, E, null.
	Manhole
	Pillar
	Cable count of trench is 2. One "Other size" PVC conduit (PO) owned by Telstra (-T-), between pits of sizes, "5" and "9" are 25.0m apart. One 40mm PVC conduit (P40) owned by NBN, between pits of sizes, "5" and "9" are 20.0m apart.
	2 Direct buried cables between pits of sizes, "5" and "9" are 10.0m apart.
	Trench containing any INSERVICE/CONSTRUCTED (Copper/RF/Fibre) cables.
	Trench containing only DESIGNED/PLANNED (Copper/RF/Fibre/Power) cables.
	Trench containing any INSERVICE/CONSTRUCTED (Power) cables.
	Road and the street name "Broadway ST"
<p data-bbox="363 1861 443 1895">Scale</p>	<p data-bbox="679 1816 1139 1850">0 20 40 60 Meters</p> <p data-bbox="1094 1861 1187 1895">1:2000</p> <p data-bbox="1023 1895 1259 1928">1 cm equals 20 m</p> 




Emergency Contacts

You must immediately report any damage to **nbn**TM network that you are/become aware of. Notification may be by telephone - 1800 626 329.

Search for the closest Certified Locating Organisation (CLO) to your work-site at the following website: <https://dbylocator.com/certified-locating-organisation/>

Read the terms of use - Click accept.

A national map and an A-Z list of all Certified Locating Organisations is now available. You have filtering options. Make the map full screen, 'fly' around and zoom into your district.

Click the nearest  marker to link to that CLO's details

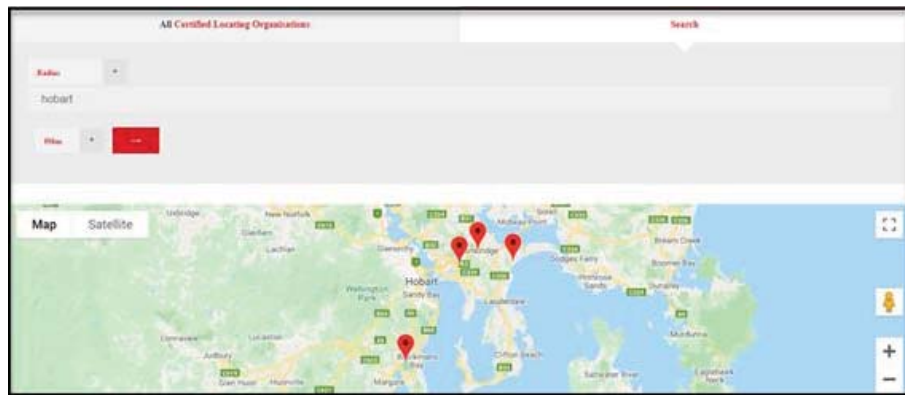
OR click **1.Search** **2.Dropout Menu** **3.Radius**



Type the town name for Example: Hobart and choose the radius for Example: 50klms (as below)

This example search brings four results. Scroll down to see all four CLO's details at once

OR click the  map marker to go directly to that organisations contact details.



Chose the closest Locator indicated OR simply scroll down to see them all.

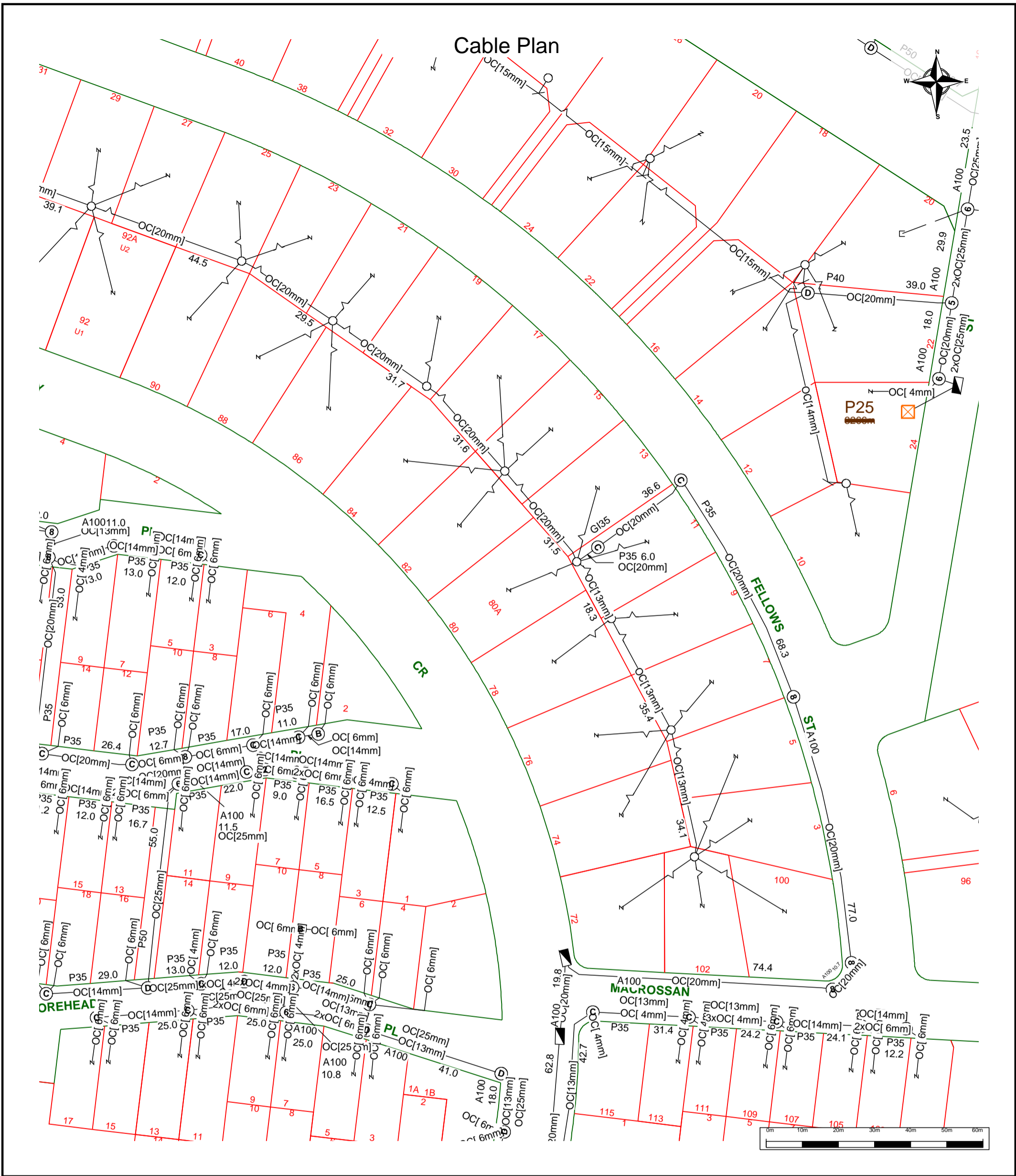


Telstra is aware of each Certified Locating Organisation and their employee locators.

Locator skills have been tested, and the Organisation has calibrated location and safety equipment.

Each Certified Locator working for a CLO is issued with a photo ID Card, authorising them to access Telstra pits and manholes for the purpose of cable and plant locations.

Please ask to see your Locators' CLO ID Card.



Sequence Number: 100290504

Please read Duty of Care prior to any excavating

The above plan must be viewed in conjunction with the Mains Cable Plan on the following page

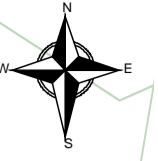
WARNING - Due to the nature of Telstra underground plant and the age of some cables and records, it is impossible to ascertain the precise location of all Telstra plant from Telstra's plans. The accuracy and/or completeness of the information supplied can not be guaranteed as property boundaries, depths and other natural landscape features may change over time, and accordingly the plans are indicative only. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy shown on the plans.

It is your responsibility to locate Telstra's underground plant by careful hand pot-holing prior to any excavation in the vicinity and to exercise due care during that excavation.

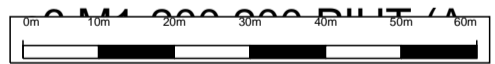
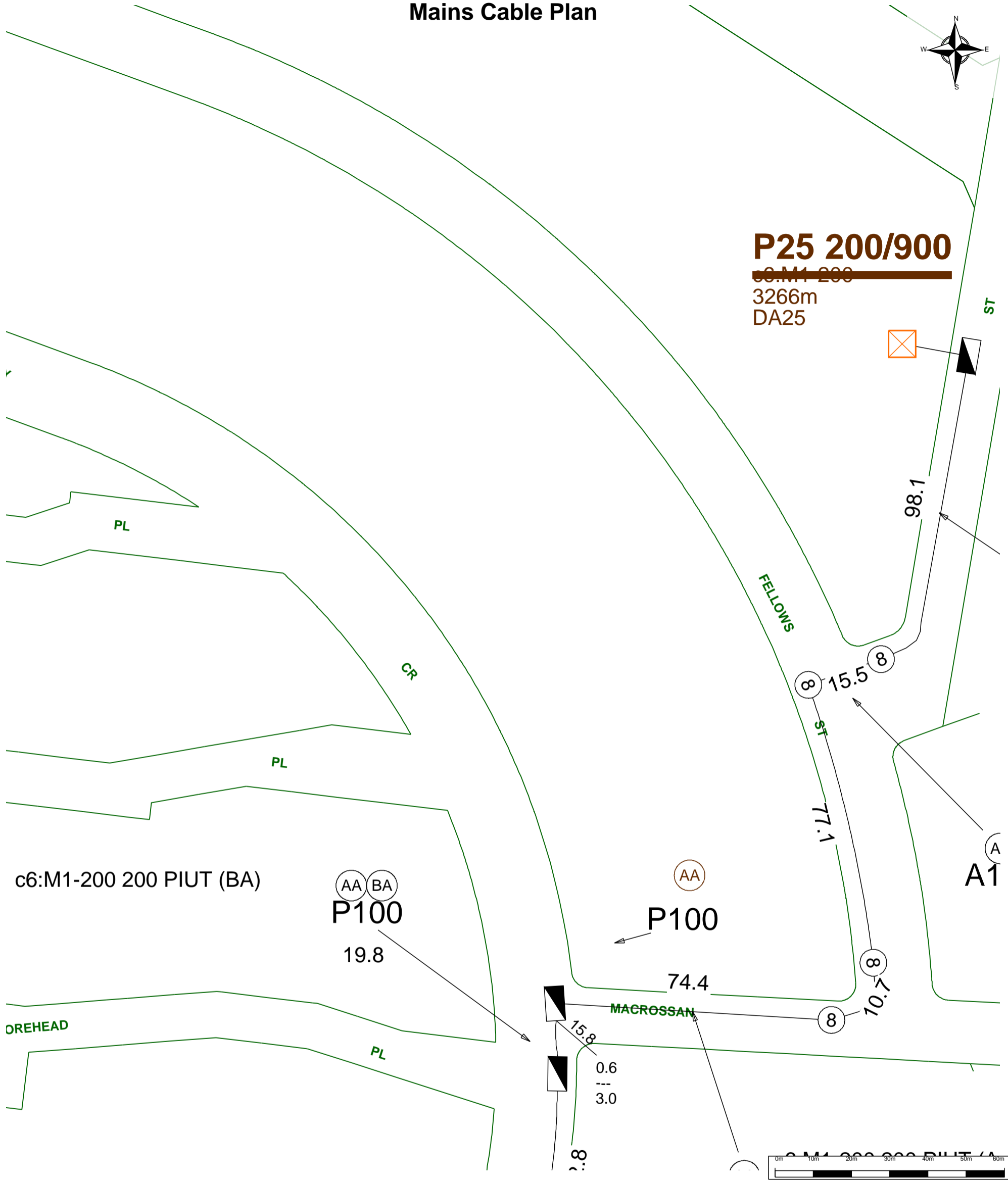
Please read and understand the information supplied in the duty of care statement attached with the Telstra plans. TELSTRA WILL SEEK COMPENSATION FOR LOSS CAUSED BY DAMAGE TO ITS PLANT.

Telstra plans and information supplied are valid for 60 days from the date of issue. If this timeframe has elapsed, please reapply for plans.

Mains Cable Plan



P25 200/900
~~c6:M1-200~~
 3266m
 DA25



For all Telstra DBYD plan enquiries -
 email - Telstra.Plans@team.telstra.com
 For urgent onsite contact only - ph 1800 653 935 (bus hrs)

Sequence Number: 100290504

Please read Duty of Care prior to any excavating

TELSTRA CORPORATION LIMITED A.C.N. 051 775 556

Generated On 31/07/2020 20:57:57

WARNING - Due to the nature of Telstra underground plant and the age of some cables and records, it is impossible to ascertain the precise location of all Telstra plant from Telstra's plans. The accuracy and/or completeness of the information supplied can not be guaranteed as property boundaries, depths and other natural landscape features may change over time, and accordingly the plans are indicative only. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy shown on the plans.

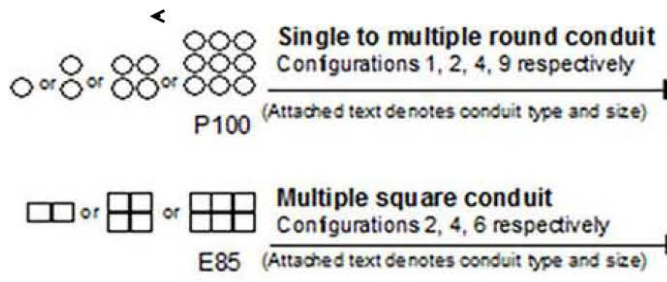
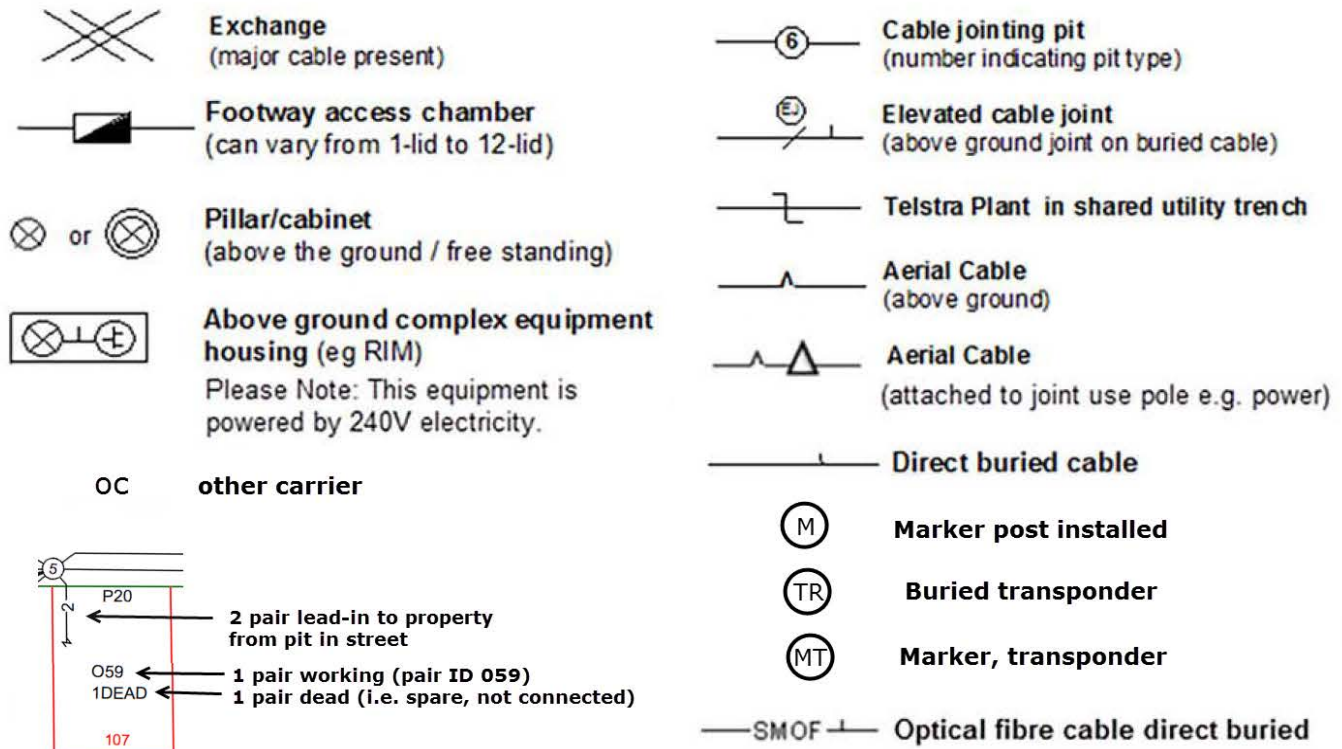
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Please read and understand the information supplied in the duty of care statement attached with the Telstra plans. TELSTRA WILL SEEK COMPENSATION FOR LOSS CAUSED BY DAMAGE TO ITS PLANT.

Telstra plans and information supplied are valid for 60 days from the date of issue. If this timeframe has elapsed, please reapply for plans.



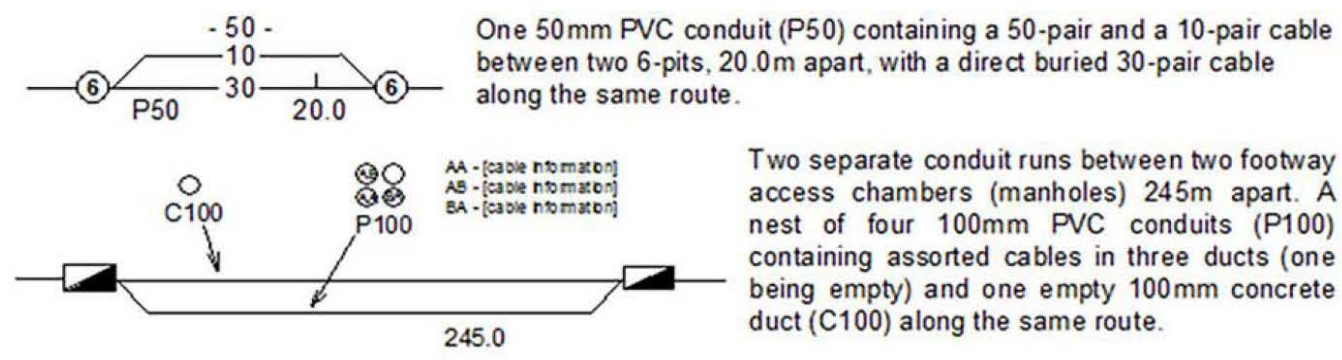
For more info contact a Telstra Accredited Locator or Telstra Plan Services 1800 653 935



Some examples of conduit type and size:
A - Asbestos cement, P - PVC / plastic, C - Concrete, GI - Galvanised iron, E - Earthenware.
Conduit sizes *nominally* range from 20mm to 100mm.

P50	50mm PVC conduit
P100	100mm PVC conduit
A100	100mm asbestos cement conduit
E 85	85mm square earthenware conduit

Some examples of how to read Telstra plans:



WARNING: Telstra plans and location information conform to Quality Level 'D' of the Australian Standard AS 5488 - Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy shown on the plans. **FURTHER ON SITE INVESTIGATION IS REQUIRED TO VALIDATE THE EXACT LOCATION OF TELSTRA PLANT PRIOR TO COMMENCING CONSTRUCTION WORK.** A plant location service is an essential part of the process to validate the exact location of Telstra assets and to ensure the asset is protected during construction works. The exact position of Telstra assets can only be validated by physically exposing it. Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers.

DUTY OF CARE



TELSTRA CORPORATION ACN 051 775 556

IMPORTANT:

When working in the vicinity of telecommunications plant you have a "Duty of Care" that must be observed. Please read and understand all the information and disclaimers provided below.

Telstra network is complex and requires expert knowledge to interpret information, to identify and locate components, to pothole underground assets for validation and to safely work around assets without causing damage. If you are not an expert and/or qualified in these areas, then you must not attempt these activities. Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers. The 5 P's to prevent damage to Telstra assets are listed below. Construction activities and/or any activities that potentially may impact on Telstra's assets must not commence without first undertaking these steps. Construction activities can include anything that involves breaking ground, potentially affecting Telstra assets.

If you are designing a project it is recommended that you also undertake these steps to validate underground assets prior to committing to your design.

All damages to Telstra Network must be reported immediately

- Call **13 22 03** Say "Damages" at the voice prompt, then press 1 to speak to an Operator
- Or report online
<https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra-equipment>

(The following pages contain more detail on each step below and the contact details to seek further advice. AS5488-2013 is the Australian Standard for the Classification of Subsurface Utility Information.)

1 PLAN:

The essential first step in preventing damage -

You must have current Telstra plans via the DBYD process. Telstra advises that the accuracy of the information provided by Telstra conforms to Quality Level D as defined in AS5488-2013. This means the information is indicative only, not a precise location. **The actual location may differ substantially from that shown on the plans** - refer to steps 2 & 3 to determine actual location prior to proceeding with construction.

2 PREPARE:

The essential second step in preventing damage -

Engage a Telstra Accredited Plant Locator. To be able to trace and identify individual subsurface cables and ducts requires access to Telstra pits and manholes. Only a Telstra Accredited Plant Locator (TAPL) is authorised to access Telstra network for locating purposes. A TAPL can interpret plans, validate visible assets and access pits and manholes to undertake electronic detection of underground assets prior to further validation. All Telstra assets must be located, validated and protected prior to commencing construction. **If you are not authorised to do so by Telstra, you must not access Telstra network or locate Telstra network.** All Telstra Accredited Plant Locators are required to have DBYD Locator Certification.

3 POTHOLE:

The essential third step in preventing damage -

All Telstra assets must be positively identified (i.e. validated), by physically sighting them. For underground assets this can be done by potholing by hand or using non-destructive vacuum extraction methods (Refer to 'validation' as defined in AS5488-2013 QL-A). **Underground assets located by electronic detection alone (step 2), are not deemed to be 'validated' and must not be used for construction purposes.** Some TAPL's can assist with non-destructive potholing for validation purposes. **If you cannot validate the Telstra network, you must not proceed with construction.** Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers.

4 PROTECT:

The essential fourth step in preventing damage -

Telstra assets must be protected to avoid damage from construction activities. Minimum working distances around Telstra network must be maintained. These distances are provided in this document. Telstra can also provide advice and assistance in regards to protection – refer to the following pages.

5 PROCEED:

Only proceed when the above steps have been completed.

STEP 1 - PLAN

Dial Before You Dig / Telstra Plans

The actual location of Telstra assets may differ substantially from that shown on the plans. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for the accuracy shown on the plans. Steps 2 and 3 must also be undertaken to determine actual location of network.

- Telstra DBYD plans are not suitable for displaying Telstra network within a Telstra exchange site. For advice on Telstra network within a Telstra exchange site contact Telstra Plan Service on 1800 653 935.
- Telstra owns and retains the copyright in all plans and details provided in conjunction with the applicant's request. The applicant is authorised to use the plans and details only for the purpose indicated in the applicant's request. The applicant must not use the plans or details for any other purpose.
- Telstra plans or other details are provided only for the use of the applicant, its servants, agents or Telstra Accredited Plant Locators. The applicant must not give the plans or details to any parties other than these, and must not generate profit from commercialising the plans or details.
- Please contact Telstra Plan Services immediately should you locate Telstra assets not indicated on these plans.
- Telstra, its servants or agents shall not be liable for any loss or damage caused or occasioned by the use of plans and or details so supplied to the applicant, its servants and agents, and the applicant agrees to indemnify Telstra against any claim or demand for any such loss or damage.
- Please ensure Telstra plans and information provided remains on-site at all times throughout the inspection, location and construction phase of any works.
- Telstra plans are valid for 60 days after issue and must be replaced if required after the 60 days.
- **Emergency situations - receiving Telstra plans** Telstra's automated mapping system (TAMS) will provide a fast response for emergency situations (faster than an operator can provide manually via a phone call - see below for fast response requirements). Automated responses are normally available 24/7.

To receive a fast automated response from Telstra your request must -

- Be a web request lodged at DBYD (www.1100.com.au). The request will be then forwarded to Telstra.
 - Contain your current email address so you can receive the automated email response.
 - Be for the purposes of 'mechanical excavation' or other ground breaking DBYD activity. (Requests with activity types such as conveyancing, planning & design or other non-digging activities may not be responded to until the next business day).
 - Be for an area less than 350 metres in size to obtain a PDF map (over 350 metres will default to DWF due to size) this does not include congested CBD areas where only DWF may be supplied.
 - Be for an area less than 2500 metres in size to obtain a DWF map (CBD's less)
- **Data Extraction Fees.** In some instances a data extraction fee may be applicable for the supply of Telstra information. Typically a data extraction fee may apply to large projects, planning and design requests or requests to be supplied in non-standard formats. For further details contact Telstra Plan Services.
 - **Electronic plans - PDF and DWF maps** If you have received Telstra maps via email you will have received the maps as either a PDF file (for smaller areas) or DWF file (for larger area requests). All requests over approximately *350m or in congested CBD areas can only be supplied in DWF format. There are size limits on what can be provided. (* actual size depends on geographic location of requested area). If you are unable to launch any one of the softcopy files for viewing and printing, you may need to download and install one or more of the free viewing and printing products such as Adobe Acrobat Reader (for PDF files) or Autodesk Design Review (for DWF files) available from the internet

- **Pdf files** - PDF is the default softcopy format for all requests for areas up to approx *350m in length. (*depends on geographic location of request). The PDF file is nominally formatted to A3 portrait sheet however it can be printed on any size sheet that your printer supports, e.g. either as the full sheet or selected areas to suit needs and legibility. (to print a selected area zoom up and print 'current view') If there are multiple layers of Telstra network you may receive up to 2 sheets in the single PDF file attachment supplied. There are three types or layers of network normally recorded - local network, mains cables or a combined layer of local and mains (usually displayed for rural or semi-rural areas). If mains cable network is present in addition to local cables (i.e. as separate layer in a particular area), the mains will be shown on a separate sheet. The mains cable information should be read in conjunction with the local cable information.
- **DWF files** – DWF is the default softcopy format for all requests for areas that are over 350m in length. Maximum length for a DWF automated response is approx 2500m - depending on geographic location of request (manually-processed plans may provide larger coverage). The DWF files differ from PDF in that DWF are vector files made up of layers that can be turned on or off and are not formatted to a specific sheet size. This makes them ideal for larger areas and for transmitting electronically.
 - **How to view Telstra DWF files –**
Telstra DWF files come with all layers turned on. You may need to turn individual layers on or off for viewing and printing clarity. Individual layer names are CC (main cable/conduit), DA (distribution area network) and sometimes a combined layer - CAC. Layer details can be viewed by either picking off the side menu or by selecting 'window' then 'layers' off the top menu bar. Use 'layers' to turn individual layers off or on (double click or right click on layer icon).
 - **How to print Telstra DWF files –**
DWF files can be printed on any size sheet – either their entirety or by selected areas of interest. Some DWF coverage areas are large and are not suited to printing legibly on a single A4 sheet - you may need several prints if you only have an A4 printer. Alternatively, an A3, A1 or larger printer could be used. To print, zoom in or out and then, by changing the 'print range' settings, you can print what is displayed on your screen to suit your paper size. If you only have a small printer, e.g. A4, you may need to zoom until the text is legible for printing (which is why you may need several prints). To print what is displayed on your screen the 'view' setting should be changed from 'full page' to 'current view'. The 'current sheet' setting should also be selected. You may need to print layers separately for clarity and legibility. (Details above on how to turn layers on or off)
 - **How to change the background colour from white to black (when viewing) Telstra DWF files –**
If using Autodesk Design Review the background colour can be changed by selecting 'Tools' then 'options' then 'sheet'. Tick the box 'override published paper colours' and select the colour required using the tab provided.

STEP 2 – PREPARE

Telstra Accredited Plant Locator (TAPL):

Utilising a TAPL is an essential part of the process to identify network and to trace subsurface network prior to validating. A TAPL can provide plan interpretation, identification and electronic detection. This will assist in determining the position of subsurface assets prior to potholing (validating). Some TAPL's can also assist in validating underground detected network. Electronic detection is only an indication of the existence of underground network and can be subject to interference from other services and local conditions. Electronic detection must not be used solely to determine location for construction purposes. The electronic (indicative) subsurface measurements must be proven by physically sighting the asset (see step 3 – Pothole).

- All TAPL's locating Telstra network must be able to produce a current photo ID card issued by Telstra. A list of TAPL's is provided with the Telstra Dial Before You Dig plans.
- All TAPL's in addition to the Telstra photo ID card must also have current DBYD Locator Certification with ID card.

- Telstra does not permit external parties (non-Telstra) to access or conduct work on Telstra network. Only Telstra staff, Telstra contractors or locators whom are correctly accredited are authorised to work on or access Telstra manholes, pits, ducts, cables etc. This is for safety as well as for legal reasons.
- The details of any contract, agreement or retainer for site assistance to locate telecommunications plant shall be for you to decide and agree with the Telstra Accredited Plant Locator engaged. Telstra is not a party to any contract entered into between you and a Telstra Accredited Plant Locator.
- Payment for the site assistance will be your responsibility and payment details must be agreed before the engagement is confirmed.
- Telstra does not accept any liability or responsibility for the performance of or advice given by a Telstra Accredited Plant Locator. Accreditation is an initiative taken by Telstra towards the establishment and maintenance of competency standards. However, performance and the advice given will always depend on the nature of the individual engagement.
- Neither the Telstra Accredited Plant Locator nor any of its employees are an employee or agent for Telstra. Telstra is not liable for any damage or loss caused by the Telstra Accredited Plant Locator or its employees.

- **Electronically derived subsurface measurements (e.g. depths/alignments by locating devices)**

All locator provided measurements for Telstra assets must have the AS5488-2013 quality level specified - (e.g. QL-A, B, C or D). These quality levels define the accuracy of subsurface information and are critical for determining how the information is later used – for example if suitable for excavation purposes.

1) **An example of a subsurface measurement with no quality level specified – (i.e. not to be used)**

Telstra cover - **0.9m**

*The measurement above has no AS5488-2013 quality level specified and **must not be provided by a locator or used for design or construction.** This is because it is not known whether the measurement is actual or derived (where 'actual' means validated and 'derived' means assumed and not validated, e.g. electronic or other). Typically damages occur by constructors incorrectly using unvalidated measurements as actual measurements.*

2) **An example of a subsurface measurement with quality level B specified –**

Telstra cover - **0.9m (QL-B)**

Where (QL-B) complies with AS5488-2013 QL-B (for example an electronic location that complies with QL-B)

(Note QL-B means it has not been validated and must not be used for construction purposes around Telstra network, however it would assist further investigation to determine the actual location)

3) **An example of a subsurface measurement with the quality level A specified –**

Telstra cover - **0.6m (QL-A)**

Where (QL-A) complies with AS5488-2013 QL-A (and is deemed suitable for excavation purposes). In this example the asset has been electronically located first, (QL-B) and then physically exposed (QL-A).

Note -Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers if unvalidated subsurface measurements are used for construction and subsequently result in damage to Telstra assets. Only measurements conforming to AS5488-2013 (QL-A) are deemed by Telstra to be validated measurements.

- **Rural landowners - Rural Locations Subsidy Scheme** Where Telstra-owned cable crosses agricultural land, Telstra may provide on-site assistance with cable location. **You must contact Telstra Plan Services to determine eligibility and to request the service.**

Please note the following –

- If eligible, the location assistance must be approved and organised by Telstra. Telstra will not pay for a location that has not been approved and facilitated by Telstra (Telstra is not responsible for payment assistance when a customer engages a locator directly).
- Telstra will only "subsidise" the location up to \$330 (Incl. GST). This will cover one hour on-site location only, private lead-in locations are for lead-ins 100m or longer. Any time required in addition to Telstra-funded time can be purchased directly from the assigned Telstra Accredited Plant Locator.
- This service does NOT include the use Mechanical Aids or Hydro Excavation (Vac Trucks) to locate and should be discussed between the Accredited Plant Locator and the private rural landowner
- The exact location, including depth of cables, must be validated by potholing, which may not be covered by this service.

- This service is nominally only available to assist private rural land owners.
- This service nominally covers one hour on-site only, private lead-in locations are for lead-ins 100m or longer. Any time required in addition to Telstra-funded time can be purchased directly from the assigned Telstra Accredited Plant Locator.
- This service does not apply to previously located network at the same location (i.e. it is a once off).
- This service does not apply to other carriers' cables (marked as 'OC' on Telstra plans).

STEP 3 – POTHOLE

Validation as defined in AS5488-2013 (QL-A).

After utilising a Telstra Accredited Plant Locator and prior to commencing construction, any electronically detected underground network must be positively identified (validated) by physically sighting it. This can be done by careful hand digging or using non-destructive water jet methods to expose the network.

Manual potholing needs to be undertaken with extreme care and by employing techniques least likely to damage cables. For example, align shovel blades and trowels parallel to the cable rather than digging across the cable. Some Telstra Accredited Plant Locators are able to provide or assist with non-destructive potholing methods to enable validation of underground cables and ducts.

If you cannot validate the underground network then you must not proceed with construction. Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers.

Important note: *The construction of Telstra's network dates back over many years. Some of Telstra's pits and ducts were manufactured from asbestos-containing cement. You must take care in conducting any works in the vicinity of Telstra's pits and ducts. You must refrain from in any way disturbing or damaging Telstra's network infrastructure when conducting your works. We recommend that before you conduct any works in the vicinity of Telstra infrastructure that you ensure your processes and procedures eliminate any possibility of disturbing, damaging or interfering in any way with Telstra's infrastructure. Your processes and procedures should incorporate appropriate measures having regard to the nature of this risk. For further information -*

<https://www.telstra.com.au/consumer-advice/digging-construction/relocating-network-assets>

STEP 4 – Protect:

You must maintain the following minimum clearance distances between construction activity and the validated position of Telstra plant.

Jackhammers/Pneumatic Breakers	<i>Not within 1.0m of actual validated location.</i>
Vibrating Plate or Wacker Packer Compactor	<i>Not within 0.5m of actual validated location of Telstra ducts. 300mm compact clearance cover before compactor can be used across Telstra ducts.</i>
Boring Equipment (in-line, horizontal and vertical)	<i>Not within 2.0m of actual validated location. Constructor to hand dig or use non-destructive water jet method (pothole) and expose plant.</i>
Heavy Vehicle Traffic (over 3 tonnes)	<i>Not to be driven across Telstra ducts (or plant) with less than 600mm cover. Constructor to check actual depth via hand digging.</i>
Mechanical Excavators, Farm ploughing and Tree Removal	<i>Not within 1.0m of actual validated location. Constructor to hand dig or use non-destructive water jet method (pot-hole) and expose plant.</i>

- For blasting or controlled fire burning please contact Telstra Plan Services.
- If conducting roadworks all existing Telstra pits and manholes must be a minimum of 1.2m in from the back of kerb after the completion of your work.
- After the completion of any ground work in footways or roadway whereby the existing levels are being changed the depth of cover of the existing Telstra asset at the completion of work must not be less than the existing level before work commenced.

Regardless of whether the surface is being raised or lowered, any work impacting the depth of cover of Telstra underground assets should not commence before consultation with Telstra Network Integrity representatives, to discuss the possibility of 'protection' or relocation (including lowering of the asset)".

- For clearance distances relating to Telstra pillars, cabinets and RIMs/RCMs please contact Telstra Plan Services.
- If Telstra plant is situated wholly or partly where you plan to work (i.e. in conflict, where a pit or manhole would be in a driveway or other vehicle thoroughfare), then Telstra's Network Integrity Group must be contacted to discuss possible engineering solutions to protect Telstra assets. Please phone **1800 810 443** or email NetworkIntegrity@team.telstra.com
- You are not permitted to relocate or alter or repair any Telstra assets or network under any circumstances.

It is a criminal offence under the *Criminal Code Act 1995 (Cth)* to tamper or interfere with communication facilities owned by a carrier. Heavy penalties may apply for breach of this prohibition, and any damages suffered, or costs incurred by Telstra as a result of any such unauthorised works may be claimed against you.

Only Telstra and its contractors may access and conduct works on Telstra's network (including its plant and assets). This requirement is to ensure that Telstra can protect the integrity of its network, avoid disruption to services and ensure that the relocation meets Telstra's requirements.

- If Telstra relocation or protection works are part of the agreed solution, then payment to Telstra for the cost of this work shall be the responsibility of the principal developer, constructor or person for whom the work is performed. The principal developer or constructor will be required to provide Telstra with the details of their proposed work showing how Telstra's plant is to be accommodated and these details must be approved by the Regional Network Integrity Manager prior to the commencement of site works. Please phone 1800 810 443 or email NetworkIntegrity@team.telstra.com
Further information - <https://www.telstra.com.au/consumer-advice/digging-construction/relocating-network-assets>

Damage to Telstra's network must be reported immediately –

132 203 Say "Damages" at the voice prompt, then press 1 to speak to an Operator

Or report online:

<https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra-equipment>

- You will be held responsible for all plant damage that occurs or any impacts to Telstra's network as a result of your construction activities. This includes interfering with plant, conducting unauthorised modification works and interfering with Telstra's assets in a way that prevents Telstra from accessing or using its assets in the future.
- Telstra reserves all rights to recover compensation for loss or damage to its cable network or other property including consequential losses.

FURTHER INFORMATION - CONTACTS

NATURAL DISASTERS

Natural Disasters include (amongst other things) earthquakes, cyclones, floods and tsunamis. In the case of such events, urgent requests for plans or information relating to the location of Telstra network can be made directly to Telstra Network Integrity Team Managers as follows:

NSW –	John McInerney	0419 485 795
NT/WA/QLD –	Glenn Swift	0419 660 147
SA/VIC/TAS -	David Povazan	0417 300 947

TELSTRA PLAN SERVICES - for all Telstra Dial Before You Dig related enquiries

Email - Telstra.Plans@team.telstra.com

Phone - 1800 653 935 (general enquiries, business hours only)

Accredited plant locator enquiries - Glen (07)34551011

Telstra easements - Glen (07)34551011

**Please note - to make a Telstra plan enquiry the plans must be current (within 60 days of issue). If your plans have expired you will need to submit a new request via DBYD prior to contacting Telstra Plan Services.*

Information for new developments (developers, builders, home owners)

Telstra Smart Communities - <https://www.telstra.com.au/smart-community>

Asset relocations

Please phone 1800 810 443 or email NetworkIntegrity@team.telstra.com

<https://www.telstra.com.au/consumer-advice/digging-construction/relocating-network-assets>

Telstra offers free Cable Awareness Presentations, if you believe you or your company would benefit from this offer please contact Network Integrity on 1800 810 443 or NetworkIntegrity@team.telstra.com

PRIVACY NOTE

Your information has been provided to Telstra by DBYD to enable Telstra to respond to your DBYD request. Telstra keeps your information in accordance with its privacy statement entitled "Protecting Your Privacy" which can be obtained from Telstra either by calling 1800 039 059 or visiting our website at www.telstra.com.au/privacy

TransACT assets found within 20 meters of your location

To:	Mr Nick Constable	From:	TransACT
Company:	Turnkey Creations Pty Ltd	Date:	31/07/2020
Address:	77 London Circuit	Location:	80 Dalley Cres Latham ACT 2615
Phone:	0407237765	Sequence#:	100290503
Fax:	Not Supplied	Job#:	19985146
Email:	support@cgfb.com.au	District:	ACT

Please allow a minimum of three (3) working days for an on-site location.

The response to this enquiry has been obtained from TransACT's records based on the GML location provided by DBYD from your original request.

IMPORTANT NOTICE

This form and associated plans are to be kept at the work site.

DO NOT ASSUME DEPTH OR ALIGNMENT of cables or plant as these may vary significantly.

This information is valid for 14 days from the sent date and indicates the presence of the TransACT underground network in the area in the original DBYD GML file. The location of the TransACT underground network may vary over time. Accordingly TransACT plans are intended to be indicative only. The Recipient must make arrangements with TransACT for an on-site investigation to determine its location, if such an investigation is required or requested. The Recipient, of this document is responsible for any damage caused to the TransACT underground network and any other TransACT plant or equipment where works commence before the receipt of this reply, or where the Recipient fails to follow any instructions issued by TransACT following an on-site investigation. All investigation/excavation on or around the TransACT underground network must be Soft dig. TransACT reserves the right to recover compensation for any loss or damage, including consequential losses, to its underground network or any other plant or equipment, caused by the Recipient. If an on-site investigation is required or requested, the Recipient must contact TransACT at least 3 business days prior to the commencement of any works. If additional works are planned at a location, which is not specified in this reply, or if works are not carried out within 14 days from the date of this reply, please note that TransACT requires the Recipient to lodge an additional request.

RECIPIENT'S DUTY OF CARE

It is the Recipient's responsibility to:

1. request information of TransACT underground network for a particular location at a reasonable time before construction is due to begin
2. must first physically expose TransACT plant by Soft Dig (Pot Holing)
3. Prior to any mechanical excavation, visually locate TransACT plant by hand Pot Holing (Soft Dig) every 5 metres where construction activities may damage or interfere with TransACT underground network.

DAMAGE

ANY DAMAGE TO TRANSACT'S NETWORK MUST BE REPORTED IMMEDIATELY.

It is the Recipient's responsibility to locate TransACT's underground plant by careful hand Pot Holing prior to any mechanical excavation in the vicinity and to exercise due care during that excavation. TransACT will accept no liability for the accuracy and / or the completeness of the information contained herein.

TRANSACT WILL SEEK COMPENSATION FOR LOSS CAUSED BY ASSET DAMAGE.

Further assistance can be obtained via the TransACT contact details shown at the beginning of this document.

TransACT Capital Communications Pty Ltd retains copyright of these plans and as such they should be disposed of by shredding or other secure disposal method after use.

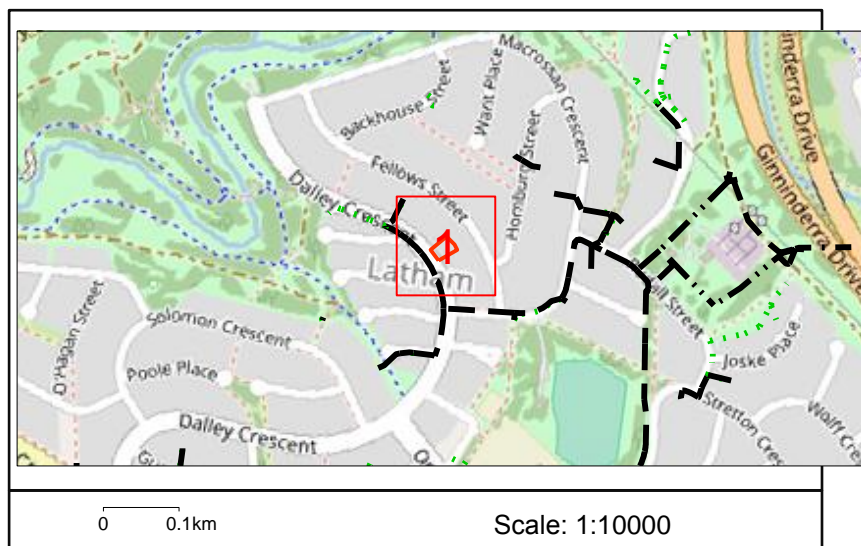
PRIVACY NOTE

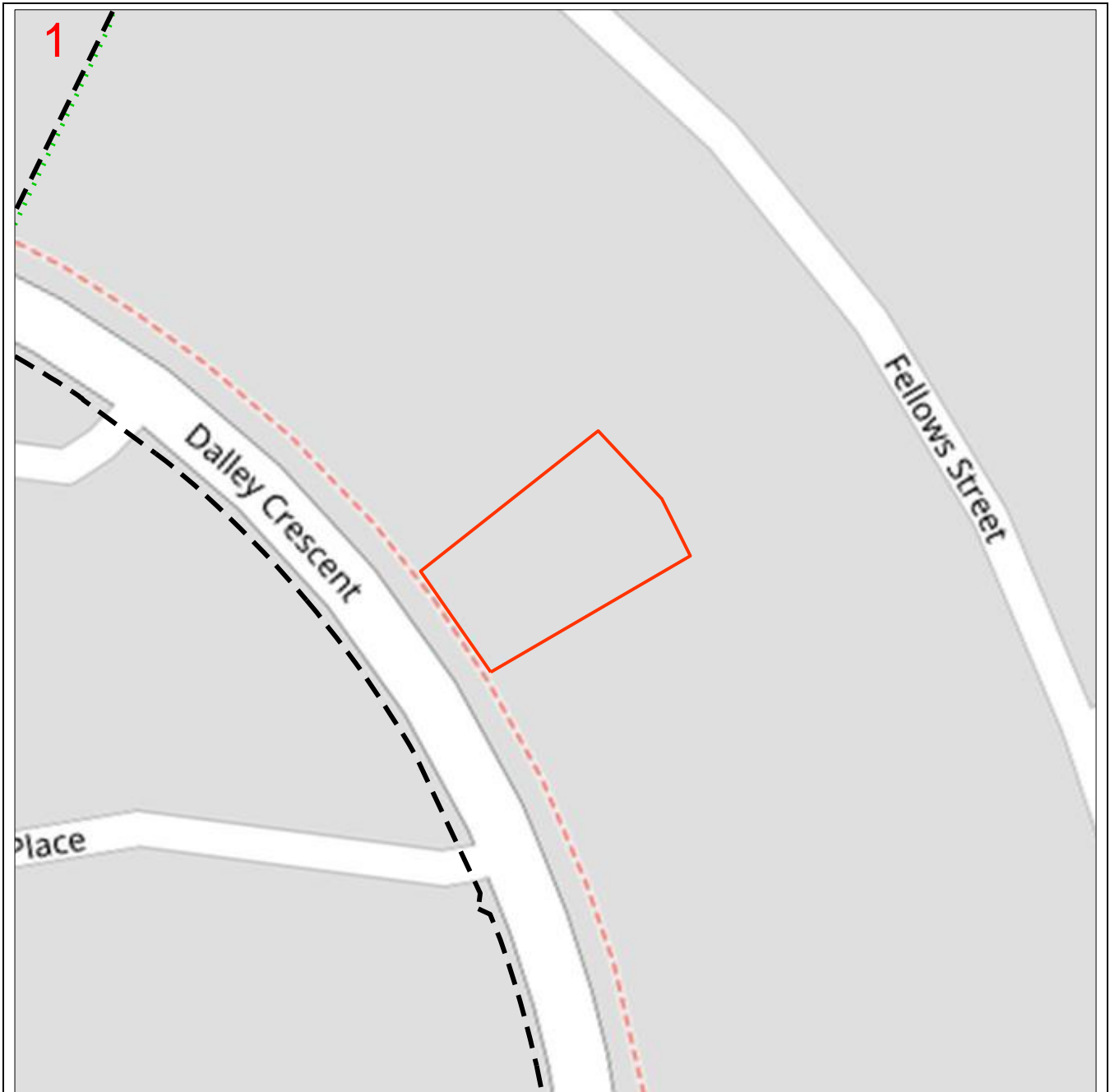
Your information has been provided to TransACT by DBYD. TransACT keeps your information in accordance with its privacy policy.

Definition – The terms below have the following meanings in this document

1. **Recipient** means the recipient of this document including its contractors, employees and agents
2. **Soft Dig** means to physically expose the TransACT plant by non-mechanical excavation
3. **Pot Holing** means to physically expose the TransACT plant by non-mechanical excavation

Overview Map








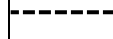

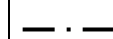





Enquiry Number: 100290503

Map Sheet: 1

0 0.008km
Scale: 1:750

LEGEND

DBYD Request Area		Conduits			
 Line	 6 Conduits  4 Conduits  2 Conduits  1 Conduit	 100/110 - 4 Conduits  100/110 - 3 Conduits  100/110 - 2 Conduits  100/110 - 1 Conduit			
				 Area	



DBYD Notification Response

TransACT Capital Communications

ABN – 23 093 966 888

Ph: 1800 786 306

TransACT Victoria Communications

ABN - 55 647 895 442

WARNING:

This plan contains commercially sensitive information and is to be treated accordingly. No such information is to be passed onto other parties without the written consent of TransACT Capital Communications.

Note: *If the works fall in an area that is adjacent to TransACT Capital Communications infrastructure, a pre-inspection is required prior to commencement of works. Contact TransACT Capital Communications to arrange an inspection time. **NO WORKS TO COMMENCE PRIOR TO INSPECTION.***

Only TransACT's duct displayed.



ACT
Government

Transport Canberra and
City Services

Dial Before You Dig (DBYD)

Location Information

Assets owner

Transport Canberra and City Services
GPO Box 158
Fyshwick ACT 2601

Service provider

Electrix – Omexom ACT
PO Box 218
Mitchell ACT 2911

To:

Turnkey Creations Pty Ltd - Mr Nick Constable
77 London Circuit
Canberra ACT 2601

Enquiry Details

Utility ID	90520
Job Number	19985146
Sequence Number	100290507
Enquiry Date	31/07/2020 20:55
Response	AFFECTED
Address	80 Dalley Cres Latham
Location in Road	Not Supplied
Activity	Mechanical Excavation

Enquirer Details

Customer ID	2212643		
Contact	Mr Nick Constable		
Company	Turnkey Creations Pty Ltd		
Email	support@cgfb.com.au		
Phone	0407237765	Mobile	0407237765

Disclaimer

PLEASE READ ALL THE INFORMATION AND DISCLAIMERS PROVIDED ON THE ATTACHED PAGES

General location only

- The approximate location of Street Light Network assets (**the Assets**) in the nominated area are shown on the attached maps (**the Asset Plan**).
- The Asset locations provided with this response are based on the information available at the time and are only an indication of the presence of Assets within the nominated location. If the nominated area is not what you require, please resubmit another inquiry.
- The Asset Plans provided do not show the presence of any other assets, including private property assets.
- Please be aware that the location of the Assets may change to those indicated on the Asset Plan. The Asset locations shown on the attached Asset Plan are indicative only. Due to changes in surface levels and surrounding infrastructure, and works undertaken by other parties, Asset location may differ to those shown on the Asset Plan.
- *It is your responsibility to verify the location of the Assets shown on the Asset Plan through positive identification process*
- A new Asset Plan should be obtained every 28 days to ensure currency and accuracy. It is your responsibility to obtain a new Asset Plan if required.
- While every endeavour has been made to provide information that is accurate and reliable, complete accuracy cannot be guaranteed. Electrix does not represent or warrant that you or any user of the Asset Plan will achieve any particular objective or guarantee any outcome.

Limitation of Liability

To the maximum extent permitted by law, Electrix and its officers, employees, contractors and agents accept no liability and are not responsible for any actions, liabilities, losses, damages (including consequential damages), costs, claims or expenses of whatever nature and regardless of the cause of action, whether in contract, tort (including negligence) or otherwise, arising out of or in connection with or as a consequence of any inaccuracies in the Asset Plan or the use of the information contained in the Asset Plan.

Without limiting the above, Electrix and its officers, employees, contractors and agents are not responsible to any person for:

- (a) The currency, accuracy or completeness of the information provided in the Asset Plan; or
- (b) Any delays in respect of delivery or supply by Electrix of the information sought in connection with the location of the Assets.

To the maximum extent permitted by law, Electrix specifically excludes any conditions, terms or warranties that may be implied into, or in respect of the provision of the Asset Plan and to the extent that any such condition, term or warranty or liability cannot be excluded, Electrix's liability for breach of such implied term, condition or warranty is limited to the resupply of the Asset Plan provided by Electrix or the payment of the reasonable costs of having the Asset Plan supplied again.

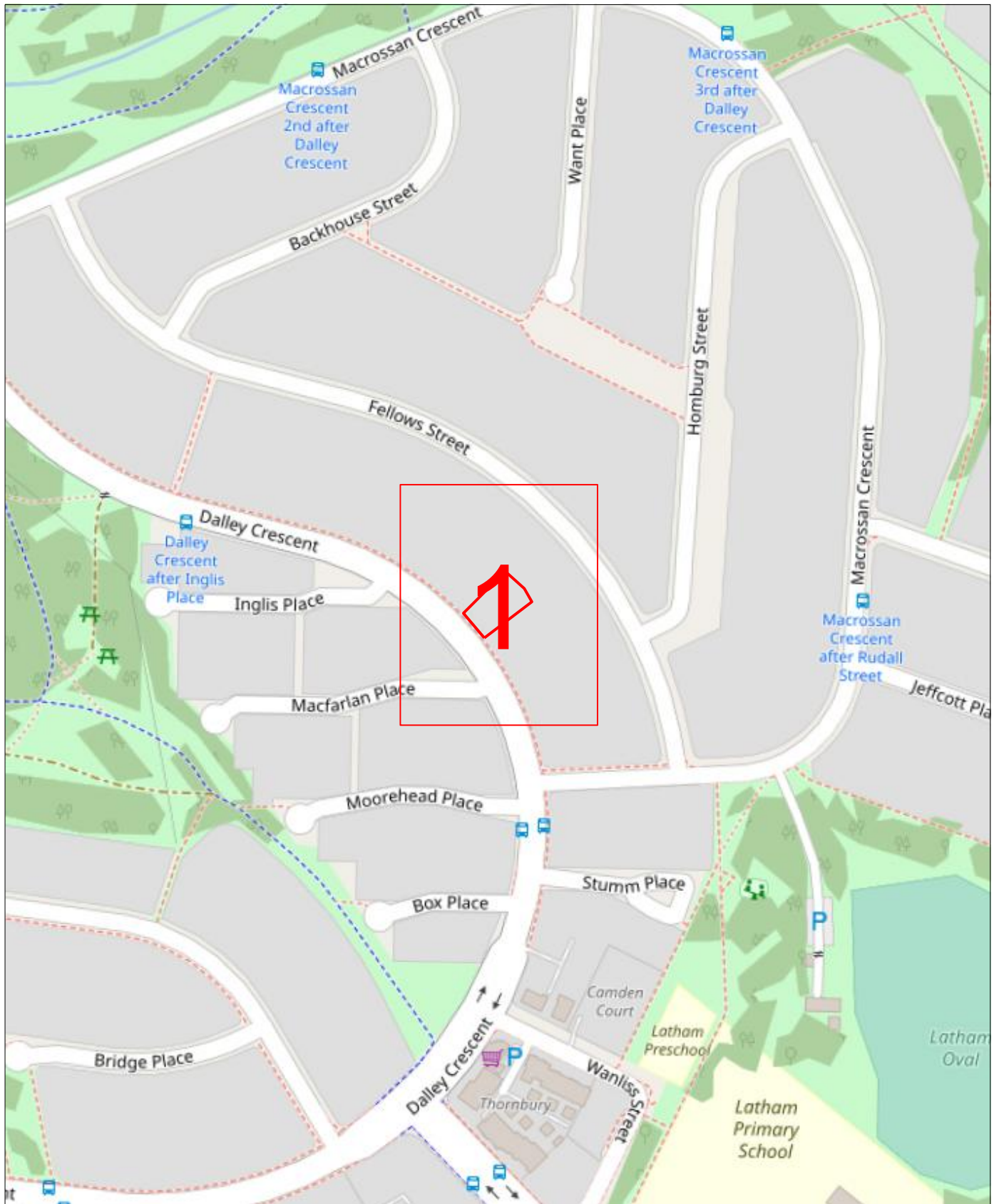
Work to be carried out without interference or damage to Assets

Any work undertaken near the Assets, must be performed in a way that does not interfere with the reliability of or access to the Assets. Any work carried out that includes changing the surface level in any area where Assets are indicated must be carried out with care and you will be responsible for any damage caused through failure to exercise such care. Electrix may pursue the person or organisation responsible for causing any damage or interference to the Assets.

Overview Map

Sequence No: 100290507

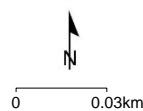
80 Dalley Cres Latham




Supplied Maps and Plans should only be used as a guide and are indicative only.

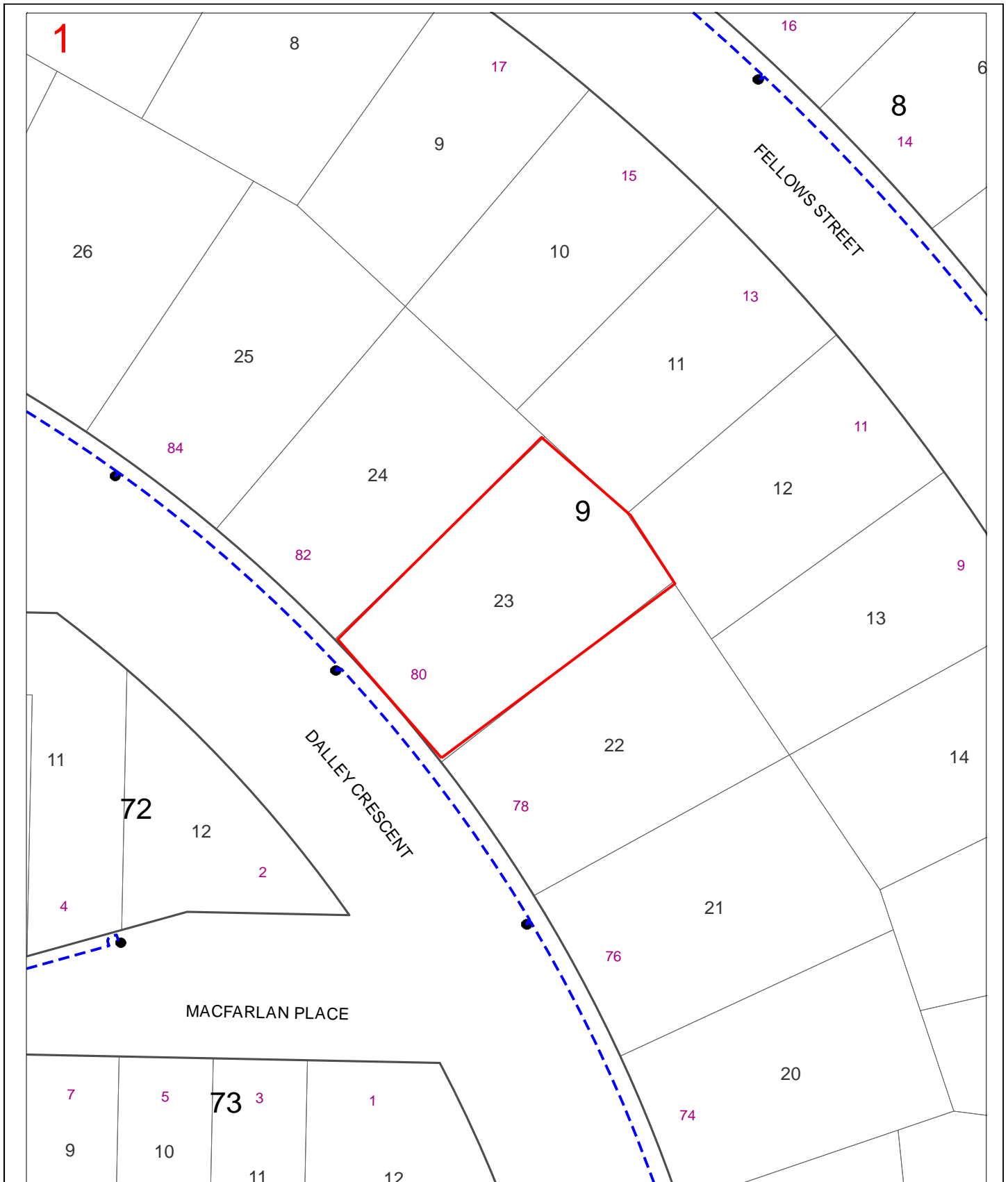
- Street light cable can be direct buried or in conduit, determination being made on site
- Street light cables are to be treated as permanently alive for work purposes.

Imagery sourced from Open StreetMaps



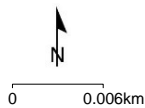
LEGEND:

- 1** Detail Map
-  Affected DBYD Work Area



Supplied Maps and Plans should only be used as a guide and are indicative only.

- Street light cable can be direct buried or in conduit, determination being made on site
- Street light cables are to be treated as permanently alive for work purposes.



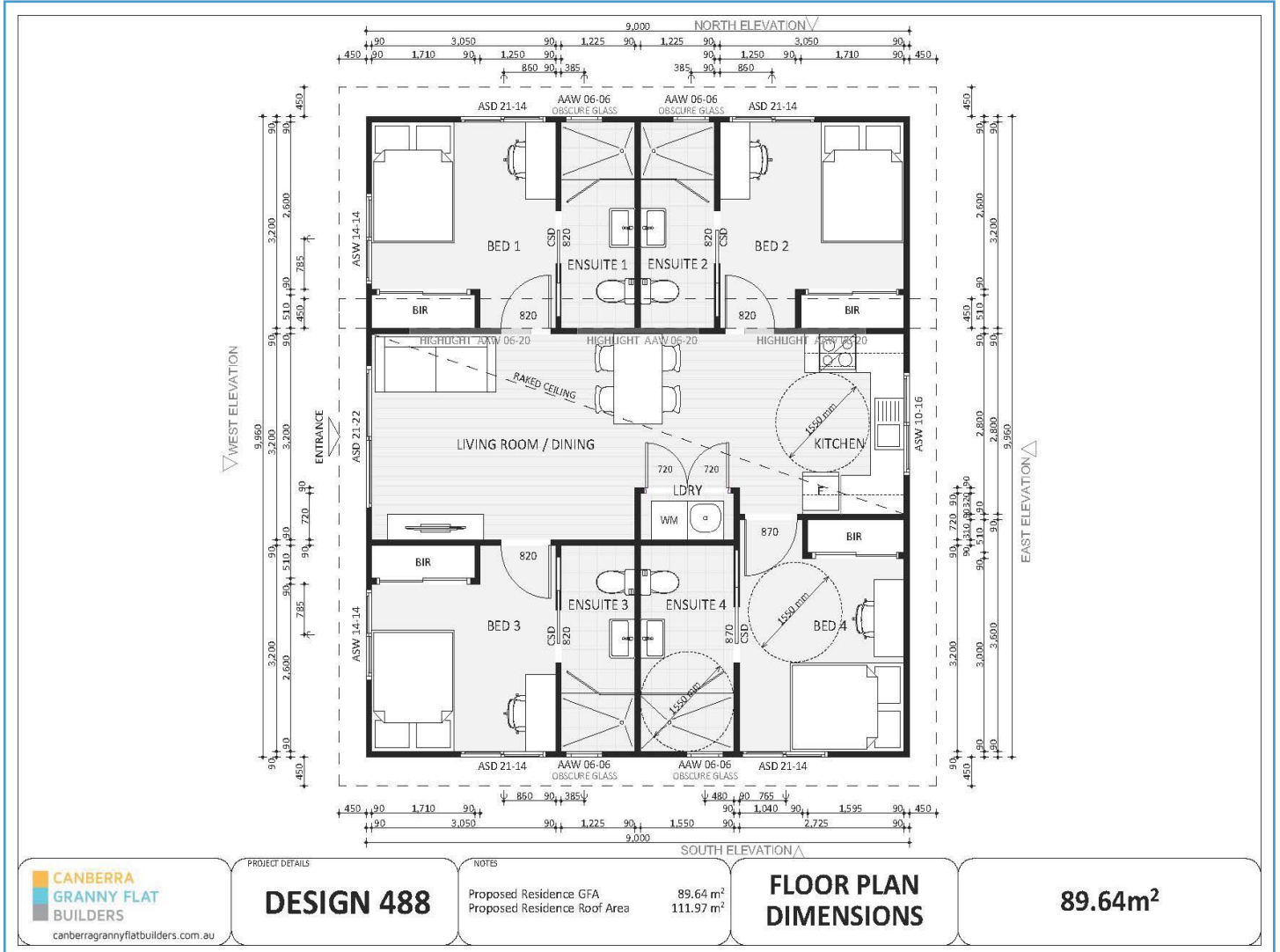
LEGEND:

- Affected DBYD Work Area
- Streetlight
- Column
- Controller Box
- Overhead Cable – In Service
- Overhead Cable - Abandoned
- Underground Cable – In Service
- Underground Cable - Abandoned

Example of Concept Render

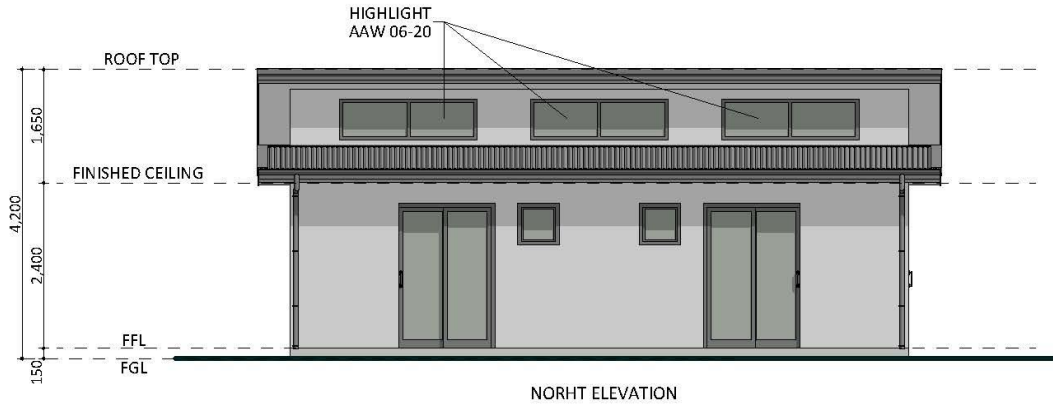



Example Dimension Floorplan



<p>canberragrannyflatbuilders.com.au</p>	PROJECT DETAILS	NOTES			
	DESIGN 488	Proposed Residence GFA Proposed Residence Roof Area	89.64 m ² 111.97 m ²	FLOOR PLAN DIMENSIONS	89.64m²

Example Elevations



 canberragrannyflatbuilders.com.au	<p>PROJECT DETAILS</p> <p>DESIGN 488</p>	<p>NOTES</p> <p>Proposed Residence GFA 89.64 m² Proposed Residence Roof Area 111.97 m²</p>	<p>ELEVATION</p>	<p>89.64m²</p>
--	---	---	-------------------------	----------------------------------

Attachment C: What Our Customers Say

We used Canberra Granny Flat Builders to build a granny flat for my parents. Our relationship with them was one of dealing with competent, professional and friendly staff who co-operated fully to make our building project a painless experience. Our main contact Nick Constable was always responsive to my numerous questions and at no time made me feel that I was a nuisance or asked silly questions. The project was finished on time and budget and my parents and I could not be happier. I have no hesitation in recommending this company to anyone building a granny flat.

Billie McApline, Theodore ACT – December 2014

We are very happy with the service provided, including the follow-up service, and quality of the work. The work looks great and we would not hesitate in recommending you to anyone looking for a builder who delivers high quality work and value for money.

Ian and Gemma Searles, Evatt ACT - May 2013

Last year my we purchased a Kitome as a second dwelling on our property, and we appointed Nick Constable as our Project Manager and Builder.

Nick was an inspired choice. He arranged all the tedious paperwork/local government forms and procedures and explained them very clearly. As he is well acquainted with the 'red tape' requirements, all this was processed very efficiently and in a timely manner. This service alone was very valuable.

The team Nick appointed were well trained and worked well together. Deliveries arrived on time as stated by Nick and each step of the building was carried out within the timeframes stated.

One of the services provided was a written note to all the neighbours advising them that trucks and equipment would be visiting the site. This action was very well received.

All the tradesmen Nick appointed were excellent and were open to any extra requirements we had in relation to the building (extra electrical outlets, concreting, painting, plumbing) and provided very reasonable quotes for work not included in the original agreement. They all had a very good working relationship with Nick and spoke highly of his work ethic.

The building was completed within the timeframe, the craftsmanship in all aspects of the interior and exterior presentation and finishes is superb.

We have no reservations in recommending Nick Constable as a Builder and Manager. His attention to detail and customer service abilities are excellent.

We wish Nick and his team all the very best for future endeavours.

Rob and Mary Newark, Kambah ACT – May 2015

I was introduced to “Granny Flat Builders” through Kitome as being their preferred builder. From Day 1, Nick and his team were proactive with regard to government approvals, contract negotiations (pricing – no hidden costs was a bonus), scheduling and follow up work. The time from the first sod being turned to occupation was approximately 12 weeks. This was exceptional given the difficulty of the site access (steep driveway, trees and powerlines). Throughout the construction safety was paramount and we were appraised of all that was happening almost daily.

I would highly recommend Granny Flat Builders to anyone contemplating a 2nd dwelling/Granny flat.

Steve Young, MacGregor ACT – June 2015

I have recently utilised Turnkey Creations Pty Ltd to build a 2-bedroom fully-self-contained unit to the rear of my house. The work included a large area of concrete around the unit as well as in the driveway.

I can't fault the quality and finish of their work.

I have found the builder assigned to my project, Nick Constable, to be most courteous and prepared to listen when situations arose, as they generally do on a project such as this.

I have found some tradesmen have a tendency to dismiss lay people such as me with statements like, 'This is how it needs to be done', 'This is how we'll do it.' Or they'll just go ahead and apply their own solution.

Herman van de Brug, Kaleen ACT - March 2015

Our experience was great. Frank was very efficient with the quote and approval processes and kept us informed at all times.

The building site was left perfectly tidy every evening.

Great service from start to finish!

Lucy and Nick Kimpton, Spence ACT – May 2013

I was thoroughly impressed with my experience with your team. You acted timely both with information and consultation, worked within predicted timelines, were polite at all times... I couldn't fault the experience.

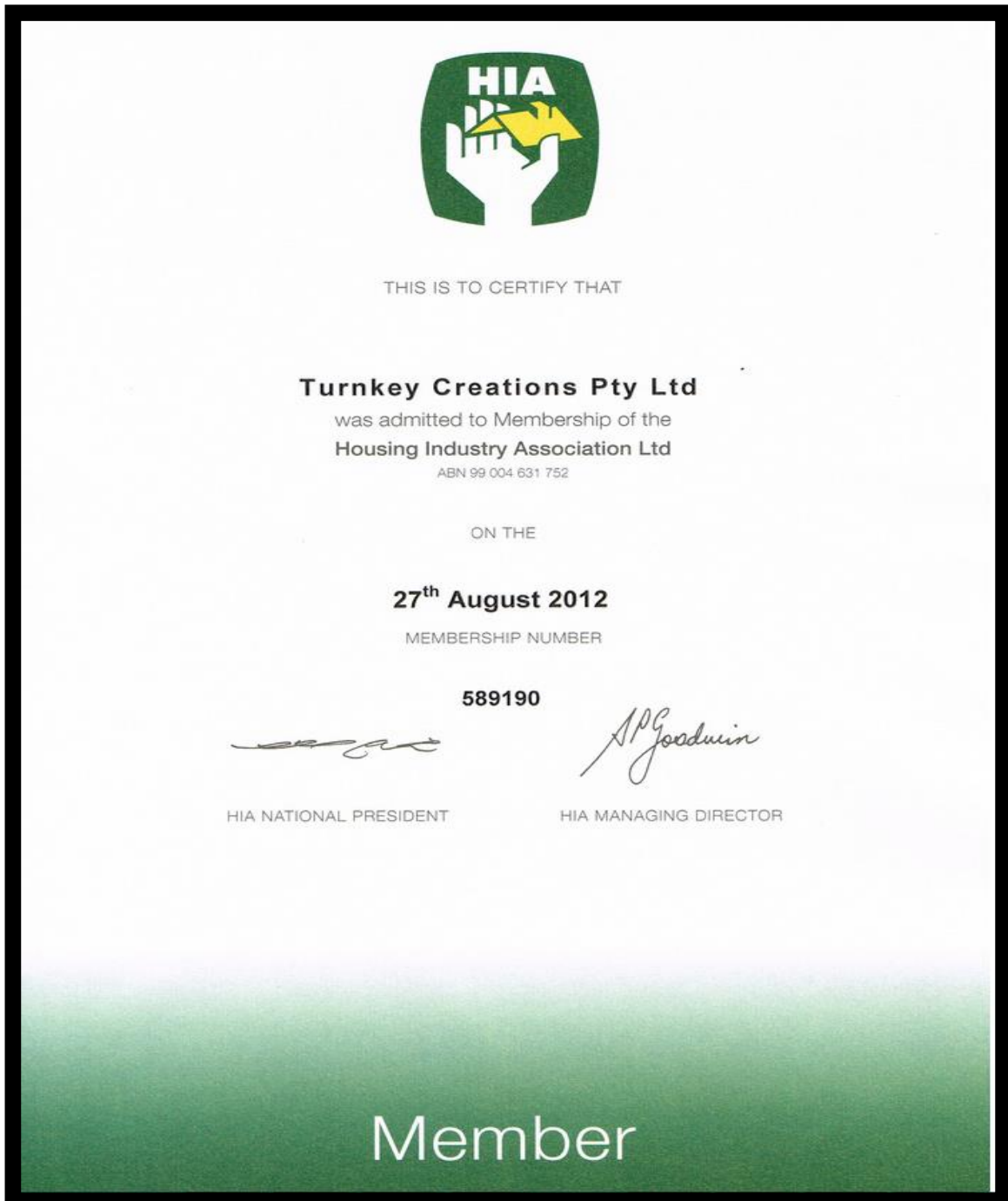
M Gillespie, Banks ACT – February 2013

The work carried out was of a highly professional nature. We were particularly impressed with the quality of the end result.

We were guided through practical design offering considerate and constructive advice when necessary in order to improve the final product.

Mr Welford, Queanbeyan NSW – August 2012

Attachment D: HIA Membership



COMPARATIVE MARKET ANALYSIS

80 DALLEY CRESCENT, LATHAM, ACT 2615

PREPARED BY FRANK WALMSLEY, AUCTION ADVANTAGE, PHONE: 0400446605



80 DALLEY CRESCENT, LATHAM, ACT 2615



Owner Details

Owner Name(s):

Owner Address: N/A

Phone(s):

Owner Type:

Rental

Property Details

 3  1  1

Property Type: House - N/A

RPD: 23/9/LATH (397/37)

Area: 887 m²

Area \$/m²: \$265

Land Use: STANDARD RESIDENTIAL

Water/Sewerage:

Zoning: SUBURBAN

Property ID: 12776424 / ACT241960

Council: ACT

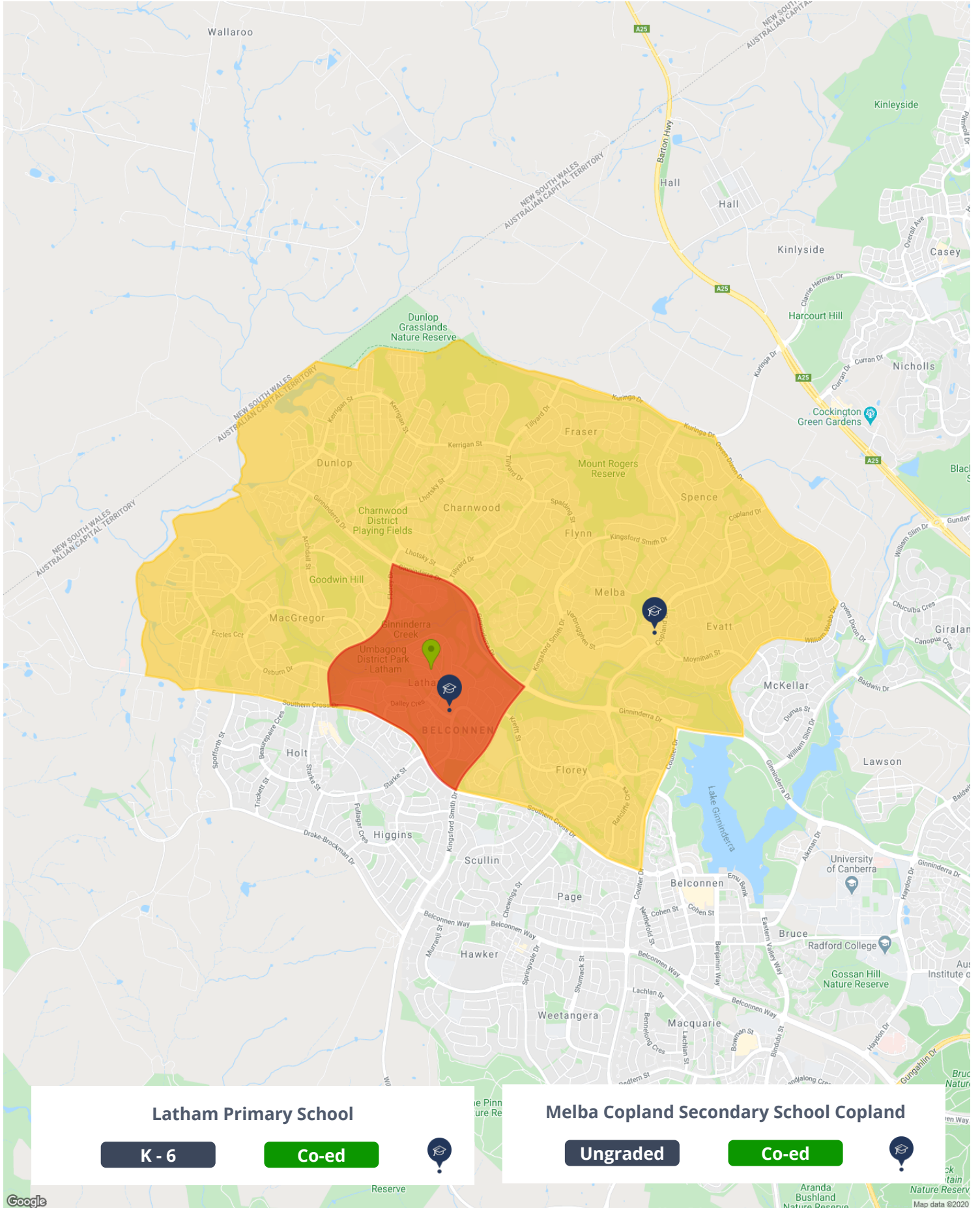
UBD Ref: UBD Ref:

Features:

Sales History

Sale Amount:	Sale Date:	Vendor:	Area:	Sale Type:	Related:
\$ 235,000	12/06/2002		887 m ²	Normal Sale	No
\$ 80,000	15/12/1999		887 m ²	Part Sale	No
\$ 158,000	23/11/1994		887 m ²	Normal Sale	No
\$ 157,000	13/07/1992		887 m ²	Normal Sale	No

School Catchment Areas



Latham Primary School

K - 6

Co-ed



Melba Copland Secondary School Copland

Ungraded

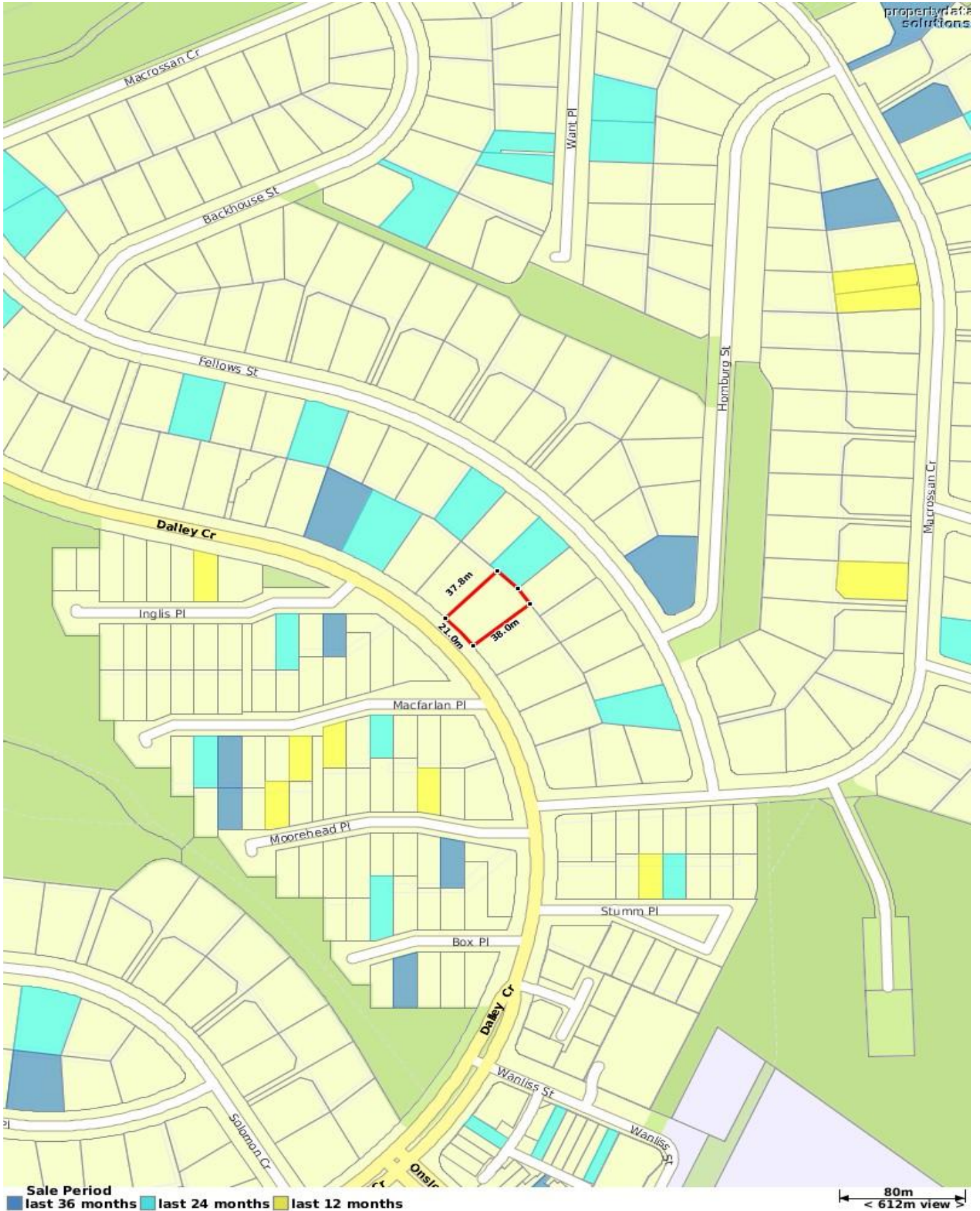
Co-ed



Nearby Sold Properties (Price Range)



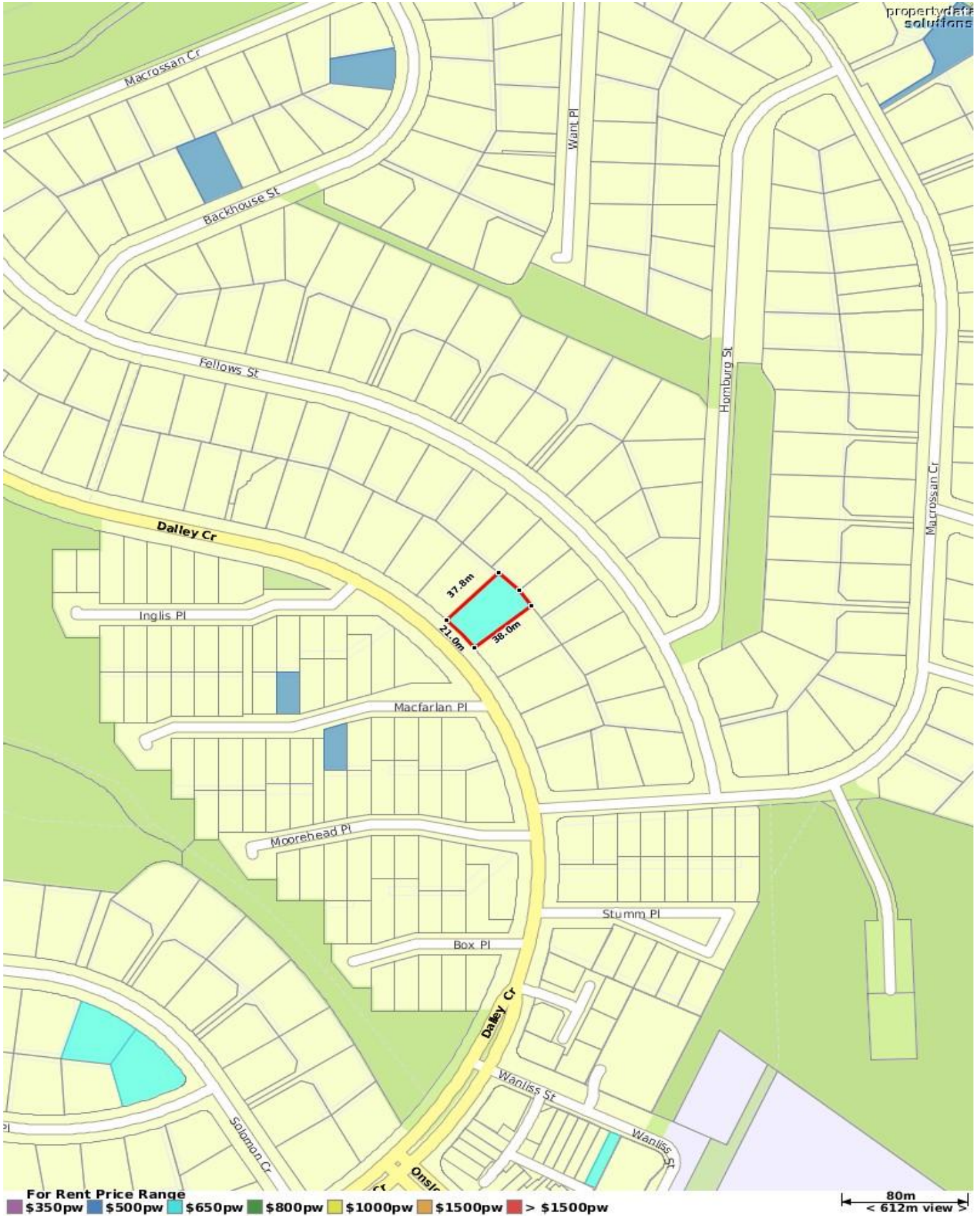
Nearby Sold Properties (Sale Date)



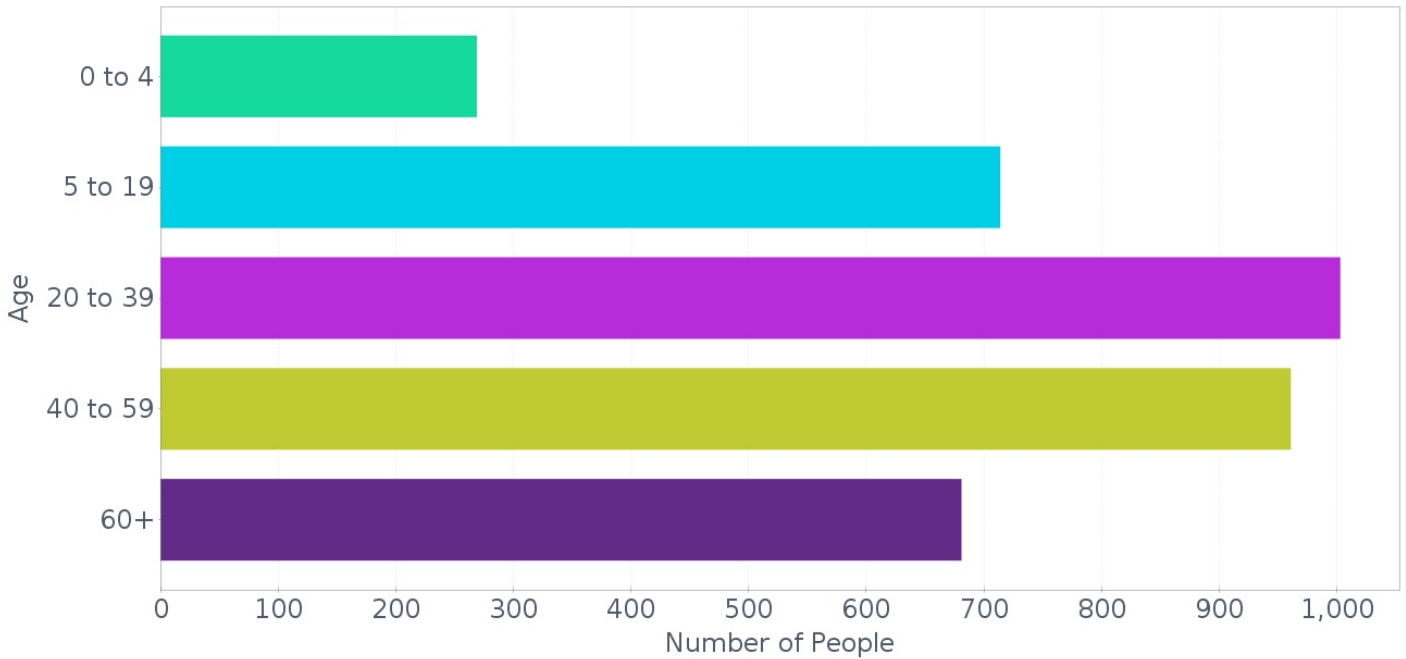
Nearby Properties For Sale



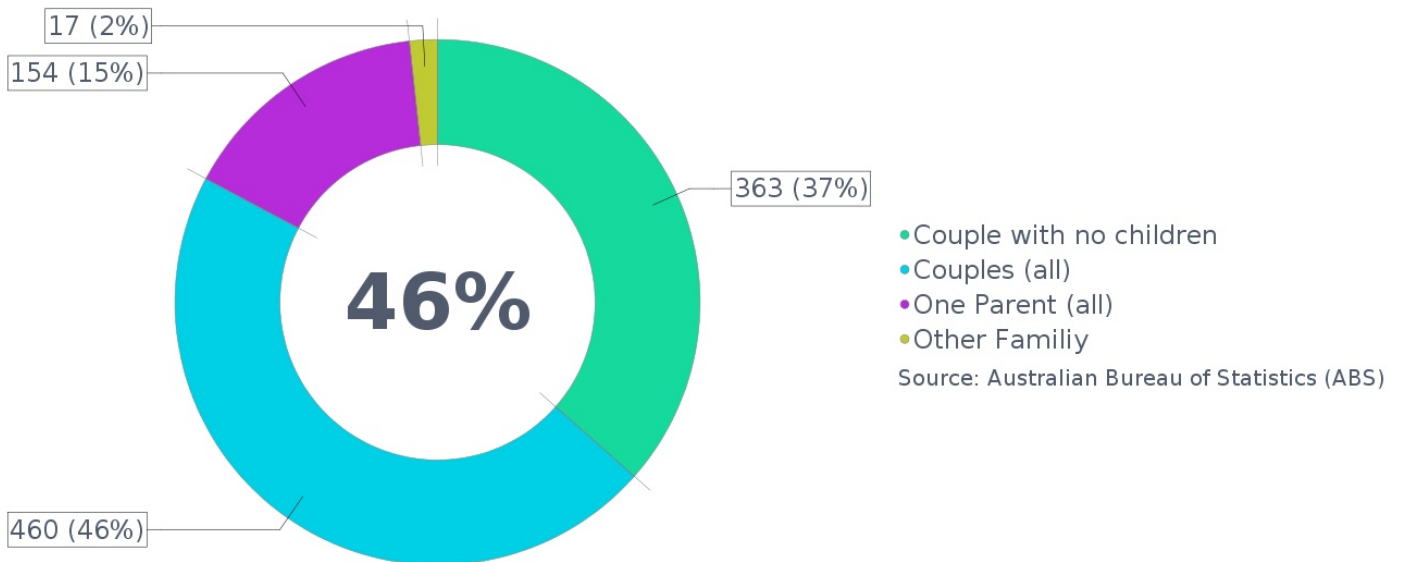
Nearby Properties For Rent



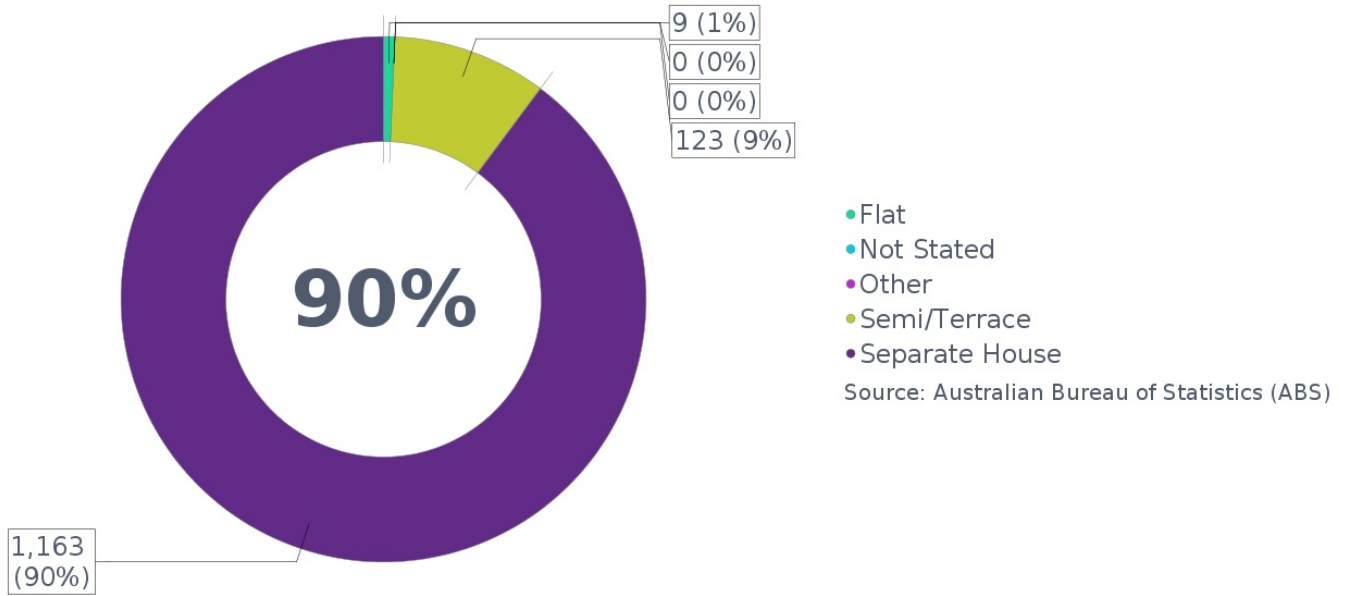
Age of Population (2016)



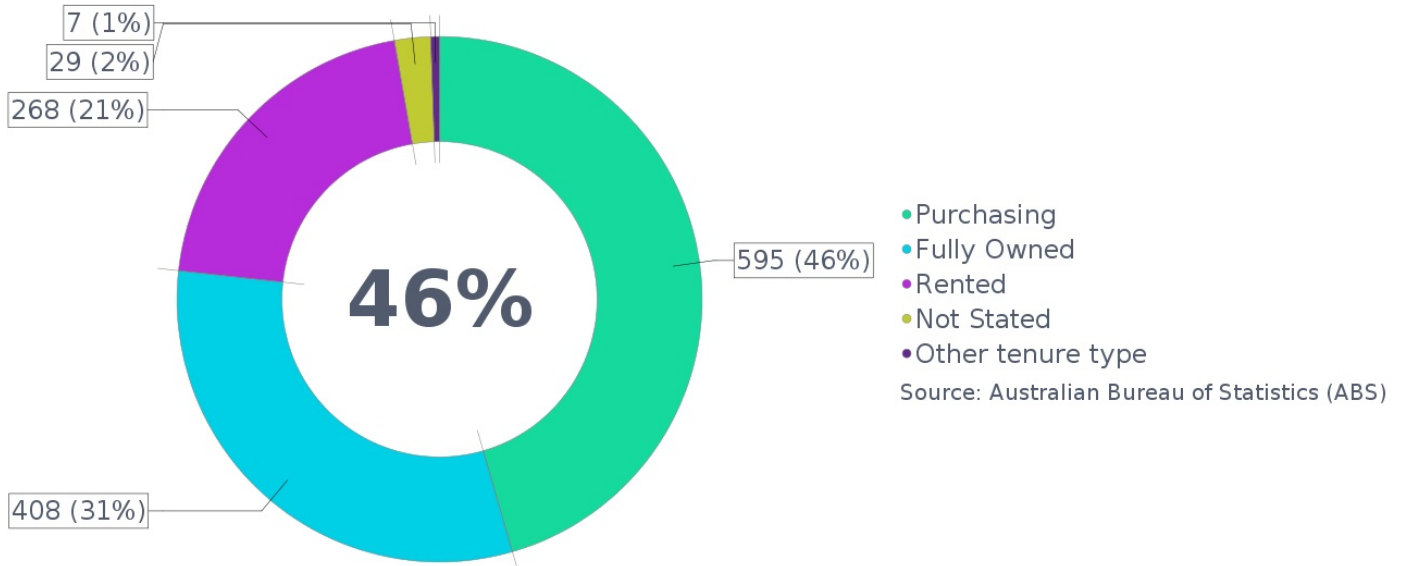
Family Composition (2016)



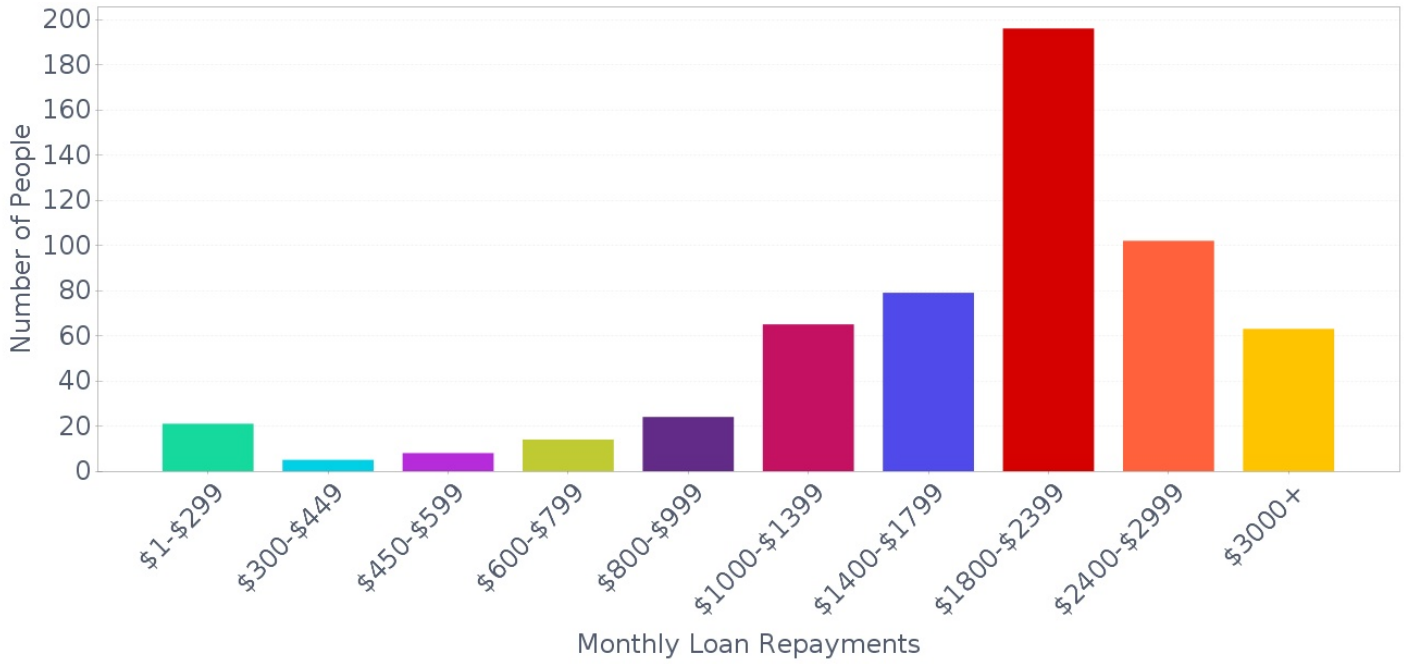
Dwelling Structure (2016)



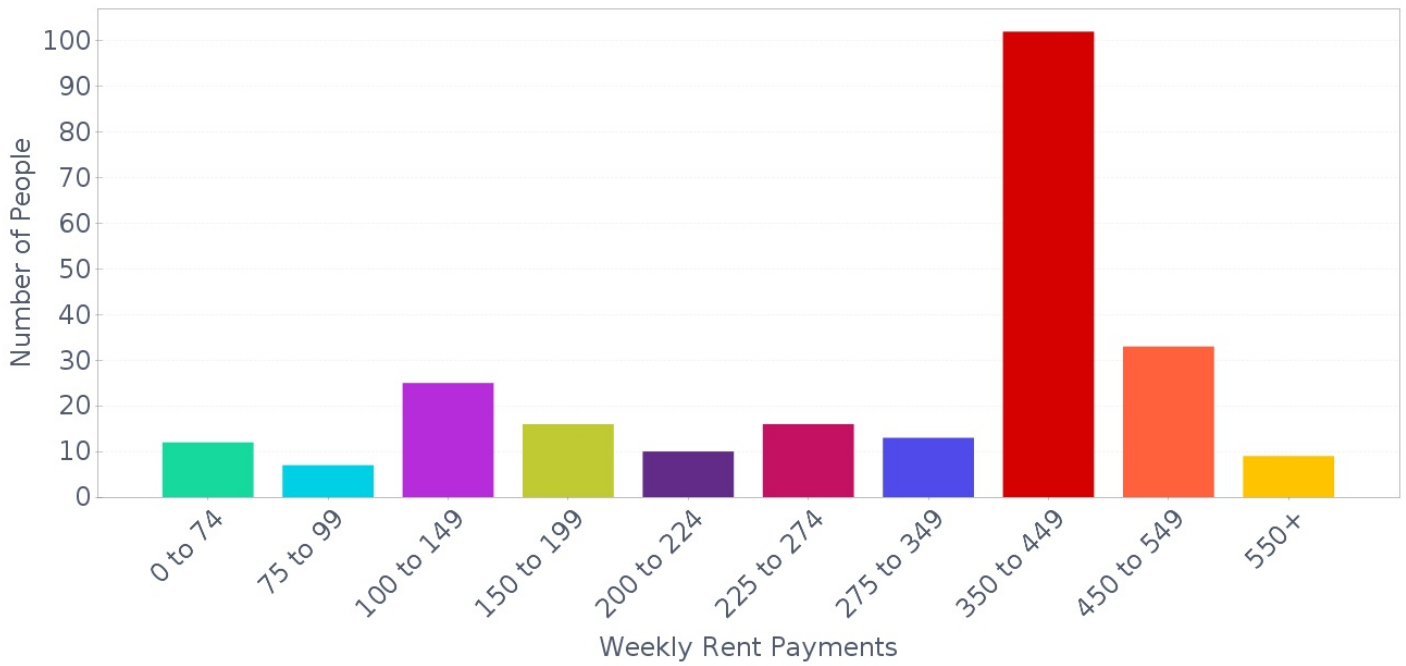
Home Ownership (2016)



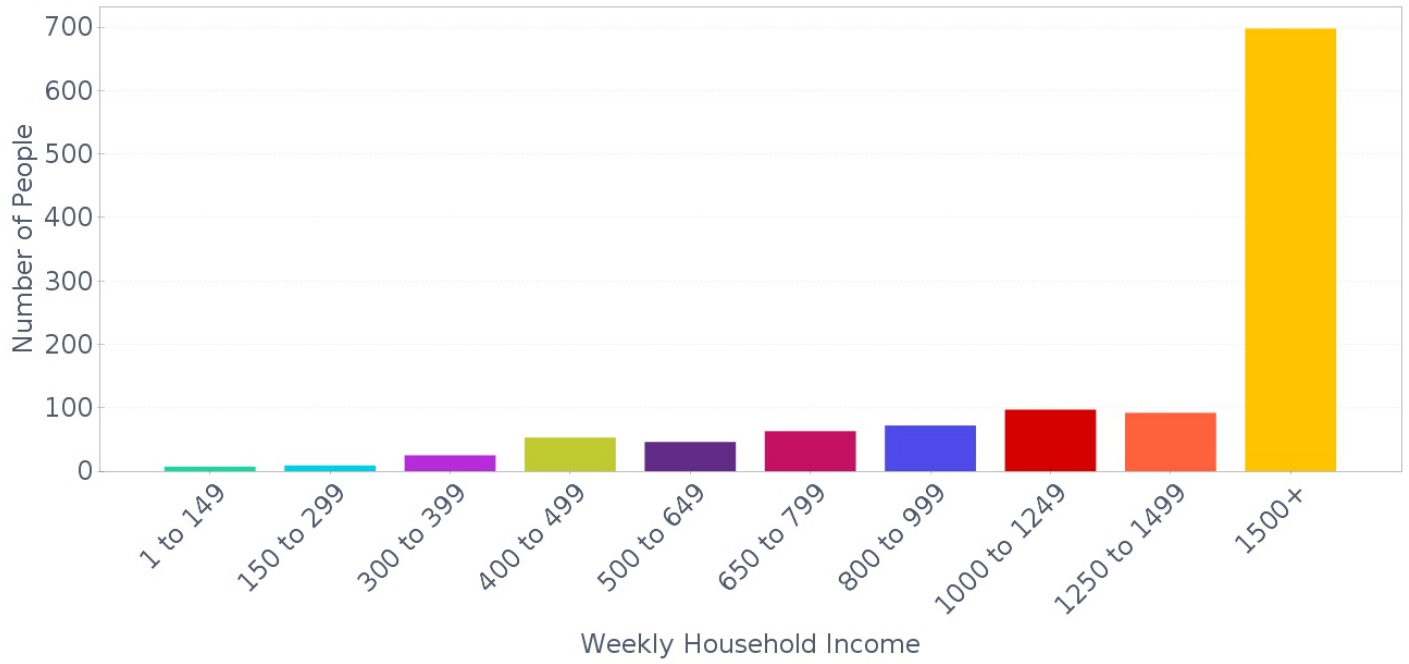
Home Loan Repayments - Monthly (2016)



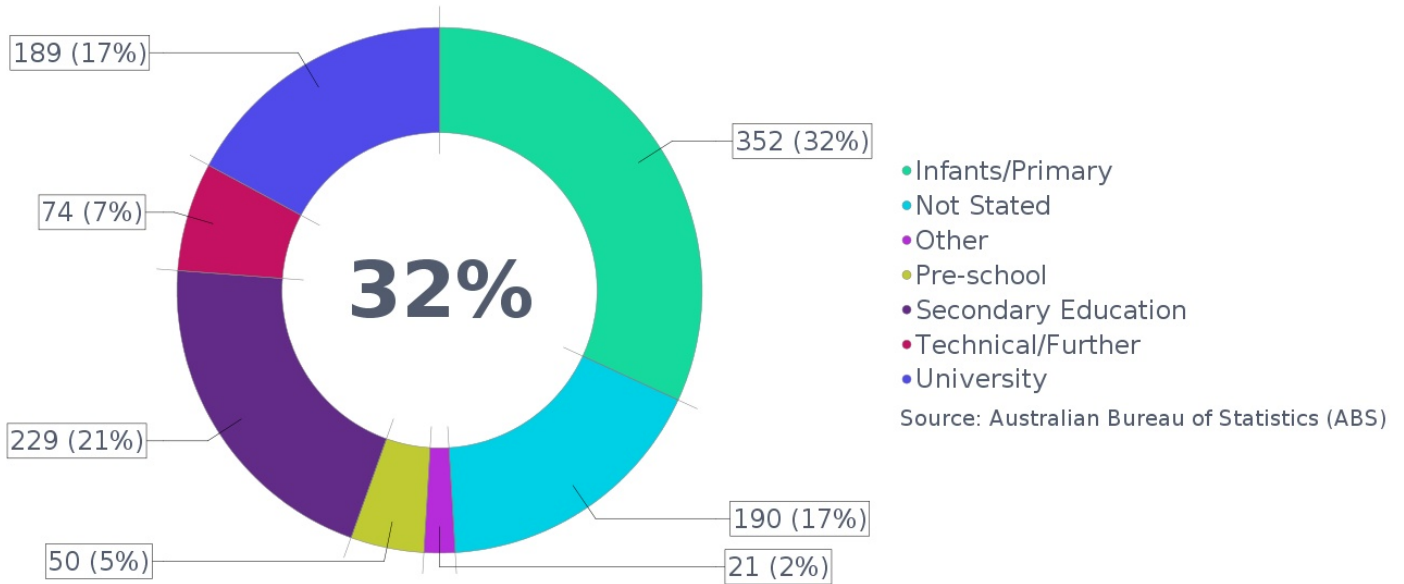
Rent Payments - Weekly (2016)



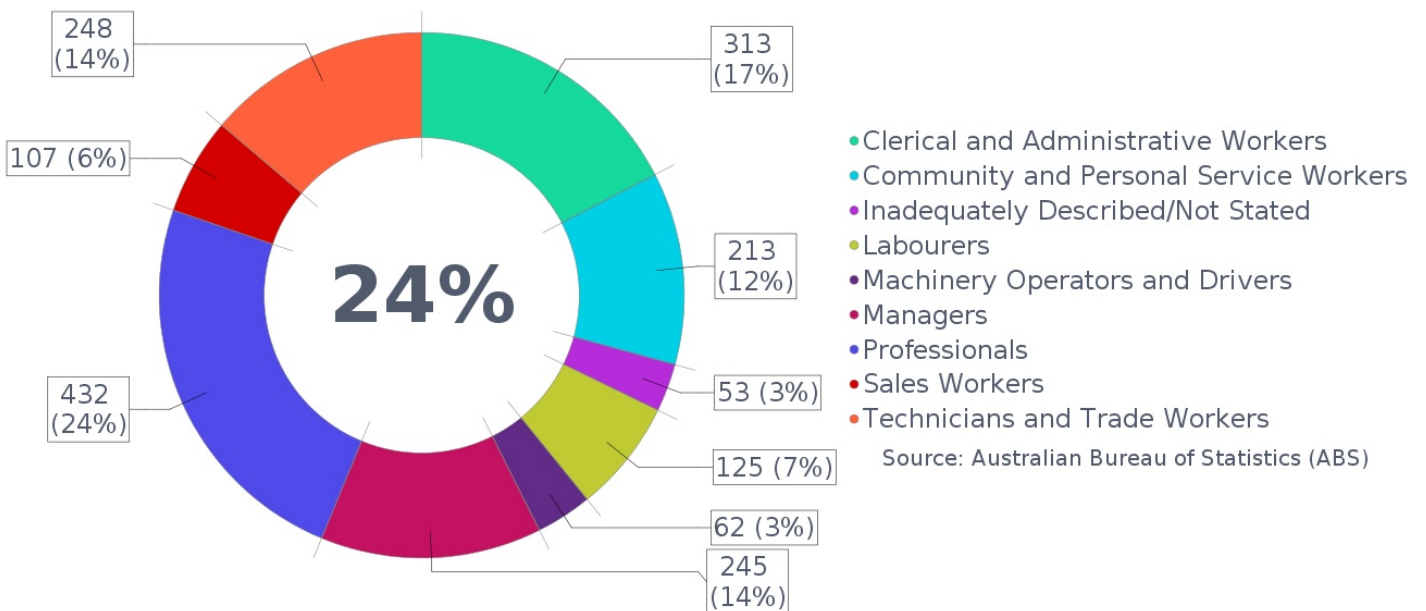
Household Income - Weekly (2016)



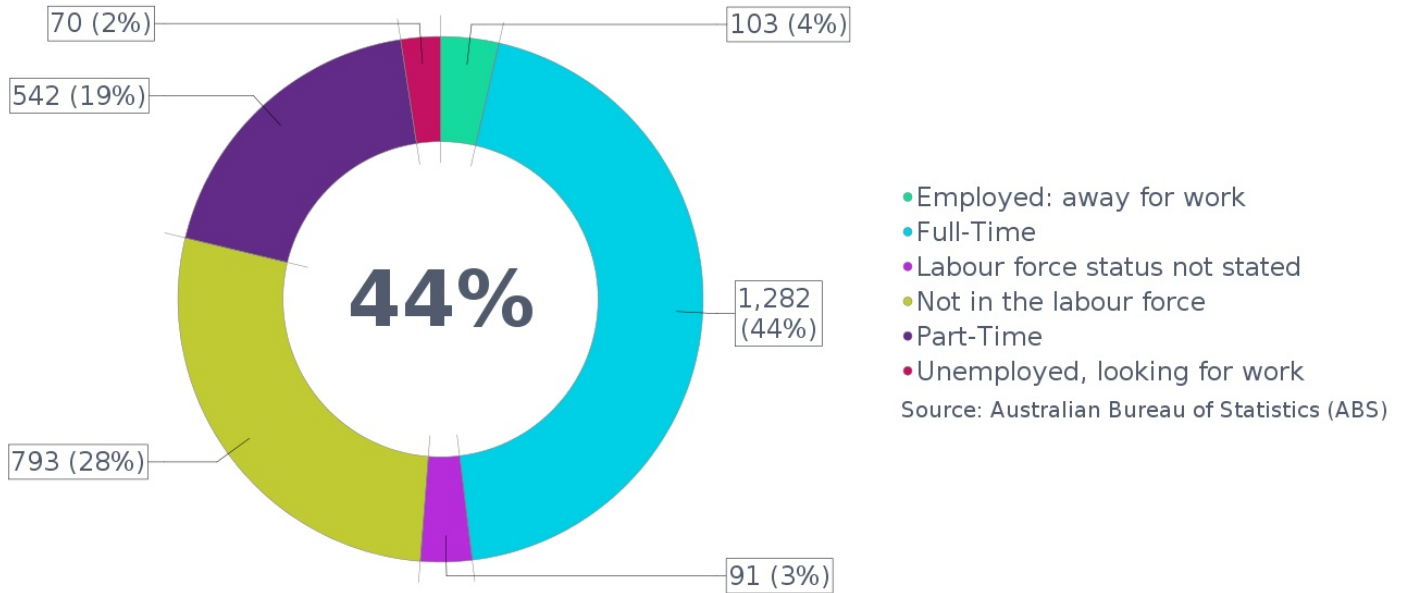
Non-School Qualification: Level of Education (2016)



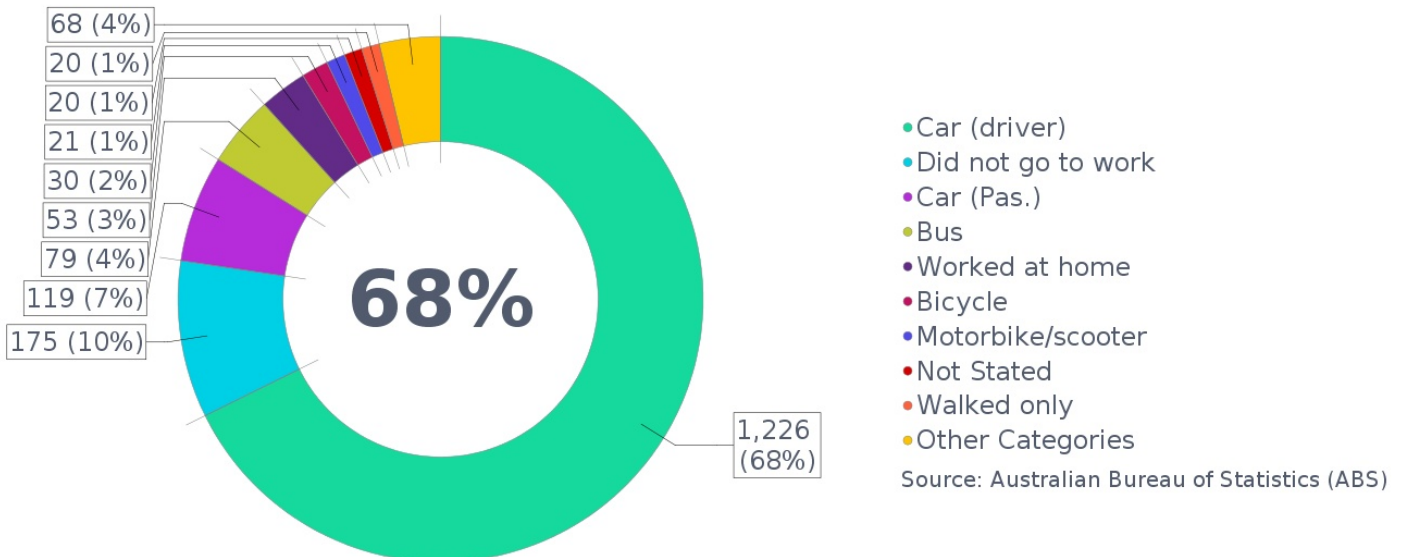
Occupation (2016)



Employment (2011)

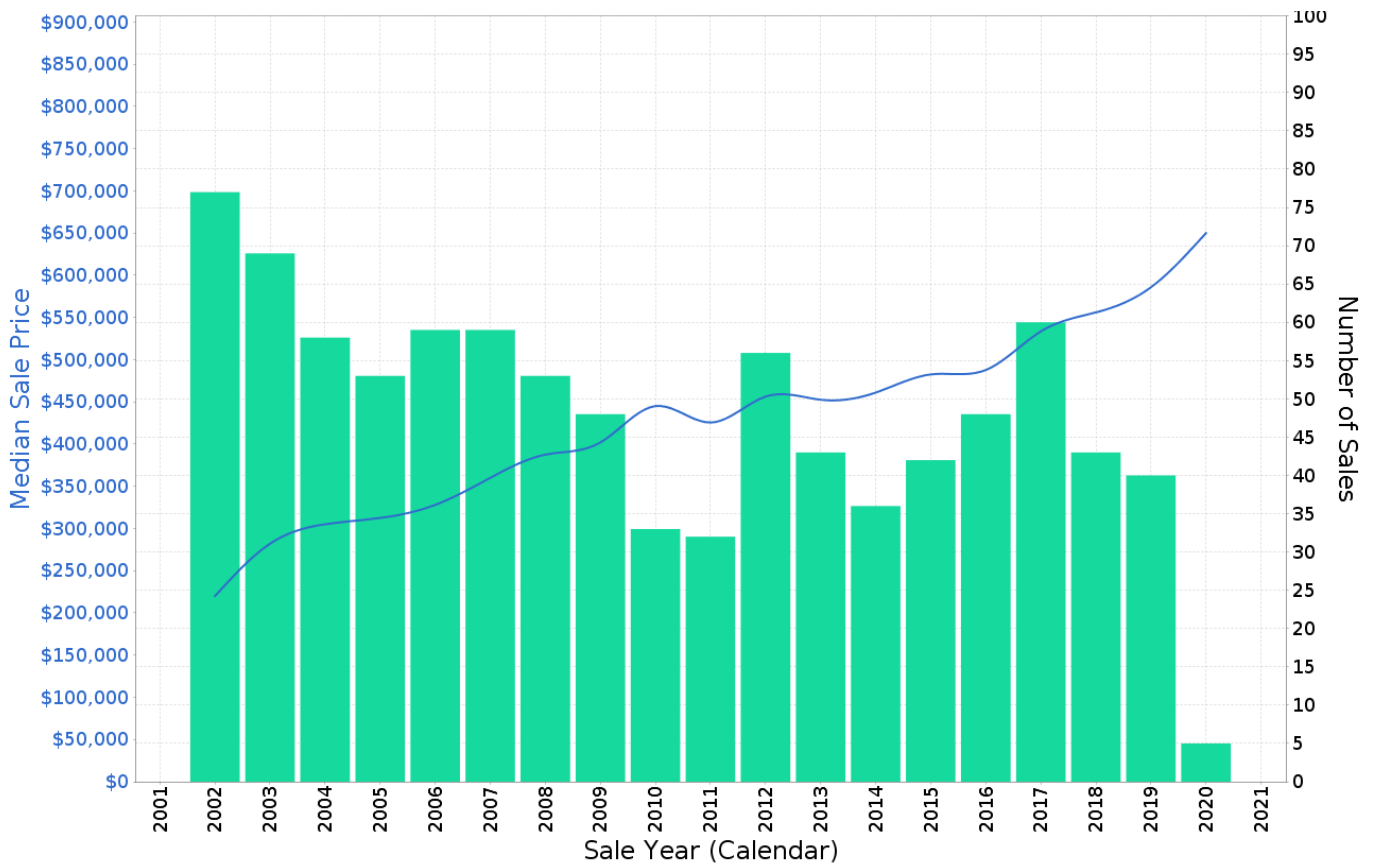


Method of Travel to Work (2016)



Sales & Growth Chart (House)

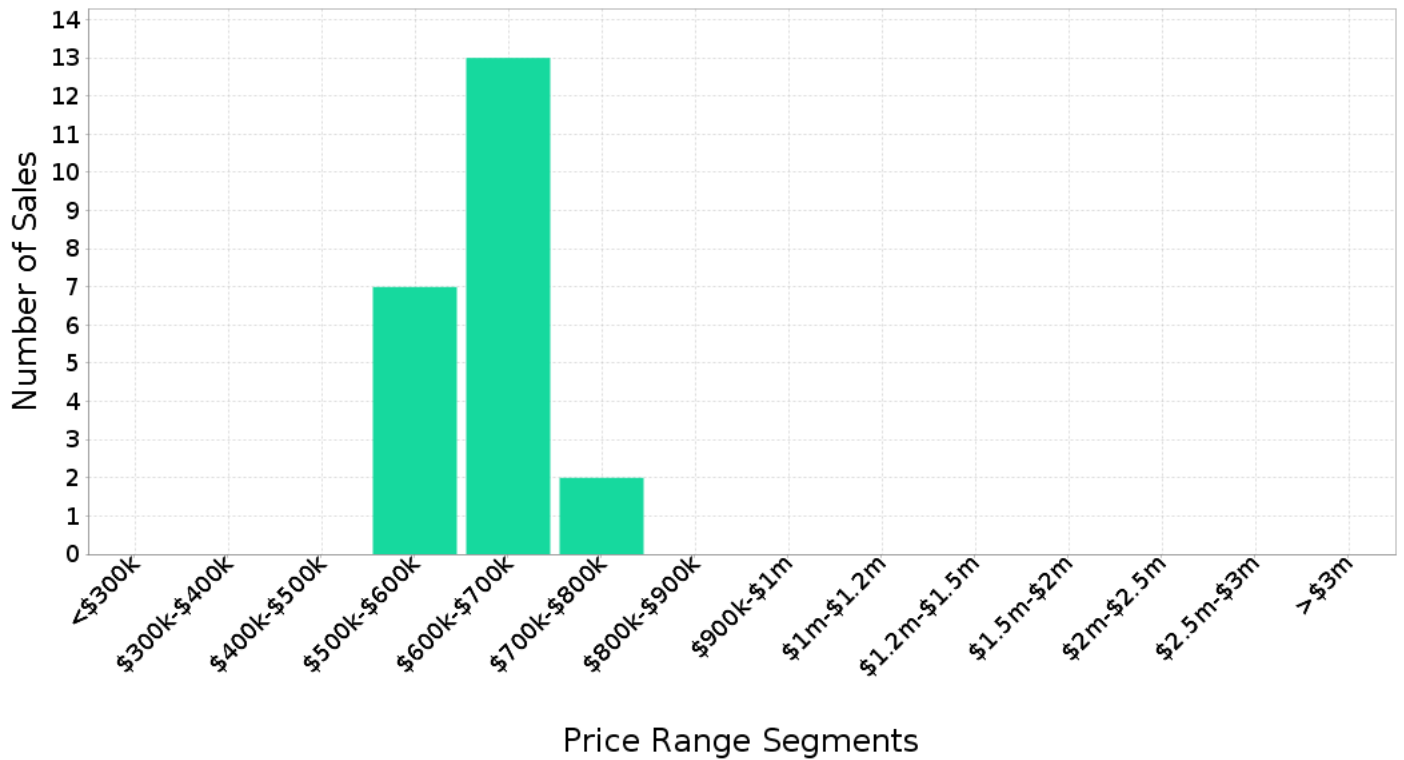
Year	No. of Sales	Average	Median	Growth	Low	High
2002	77	\$ 216,765	\$ 220,000		\$ 40,000	\$ 320,000
2003	69	\$ 276,890	\$ 282,000	28.2 %	\$ 105,000	\$ 414,000
2004	58	\$ 304,155	\$ 305,000	8.2 %	\$ 4,000	\$ 439,000
2005	53	\$ 298,527	\$ 312,500	2.5 %	\$ 2,700	\$ 426,000
2006	59	\$ 334,814	\$ 328,000	5.0 %	\$ 115,000	\$ 495,000
2007	59	\$ 364,759	\$ 360,000	9.8 %	\$ 146,000	\$ 500,000
2008	53	\$ 386,750	\$ 387,500	7.6 %	\$ 243,333	\$ 540,000
2009	48	\$ 405,901	\$ 402,000	3.7 %	\$ 50,000	\$ 699,500
2010	33	\$ 452,456	\$ 445,000	10.7 %	\$ 4,600	\$ 692,500
2011	32	\$ 417,811	\$ 425,500	-4.4 %	\$ 8,500	\$ 595,000
2012	56	\$ 447,792	\$ 456,250	7.2 %	\$ 50,000	\$ 635,000
2013	43	\$ 441,602	\$ 452,500	-0.8 %	\$ 4,250	\$ 580,000
2014	36	\$ 464,708	\$ 461,000	1.9 %	\$ 170,000	\$ 700,000
2015	42	\$ 492,106	\$ 482,500	4.7 %	\$ 67,000	\$ 780,000
2016	48	\$ 501,057	\$ 487,750	1.1 %	\$ 150,000	\$ 710,000
2017	60	\$ 535,833	\$ 533,500	9.4 %	\$ 385,000	\$ 740,000
2018	43	\$ 560,942	\$ 556,000	4.2 %	\$ 295,000	\$ 950,000
2019	40	\$ 590,481	\$ 585,750	5.4 %	\$ 317,500	\$ 730,000
2020	5	\$ 662,100	\$ 650,000	11.0 %	\$ 630,000	\$ 710,000



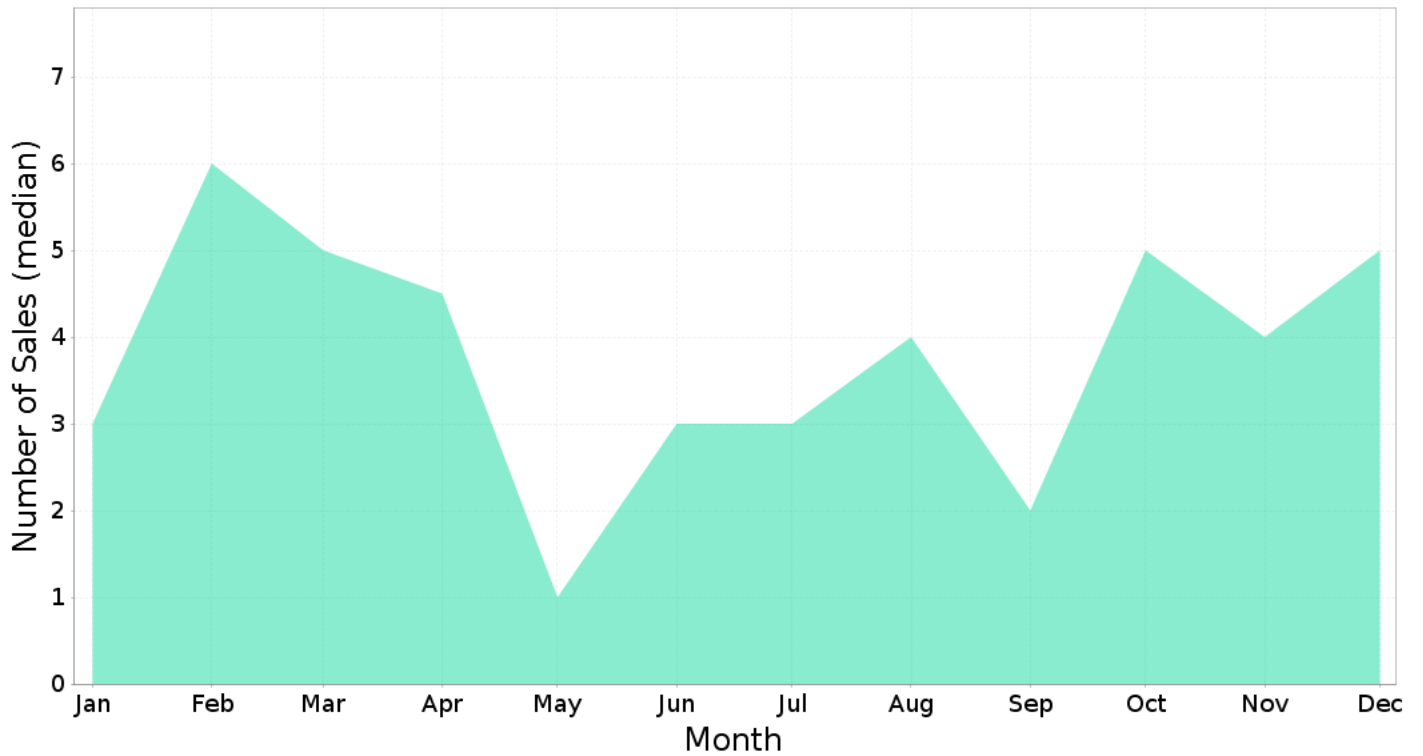
Prepared on 31/07/2020 by Auction Advantage. © Property Data Solutions Pty Ltd 2020 (pricefinder.com.au)

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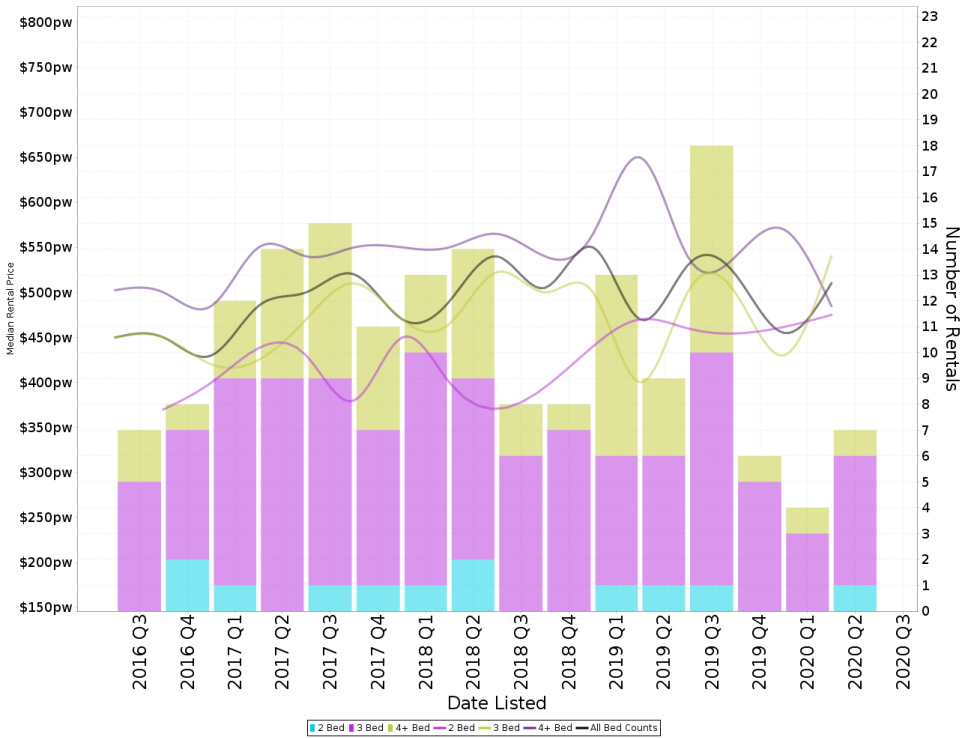
Price Segmentation



Peak Selling Periods



Median Weekly Rents (Houses)



Suburb Sale Price Growth

+5.7%

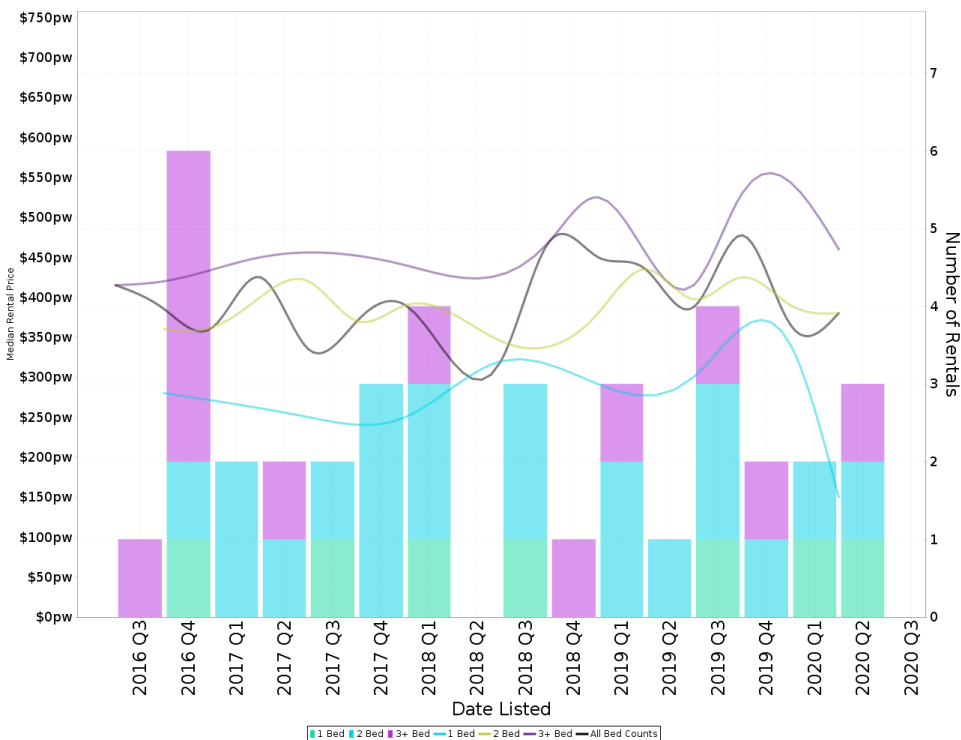
Current Median Price: \$630,000
Previous Median Price: \$596,250
Based on 64 registered House sales compared over the last two rolling 12 month periods.

Suburb Rental Yield

+3.7%

Current Median Price: \$630,000
Current Median Rent: \$450
Based on 41 registered House rentals compared over the last 12 months.

Median Weekly Rents (Units)



Suburb Sale Price Growth

-9.1%

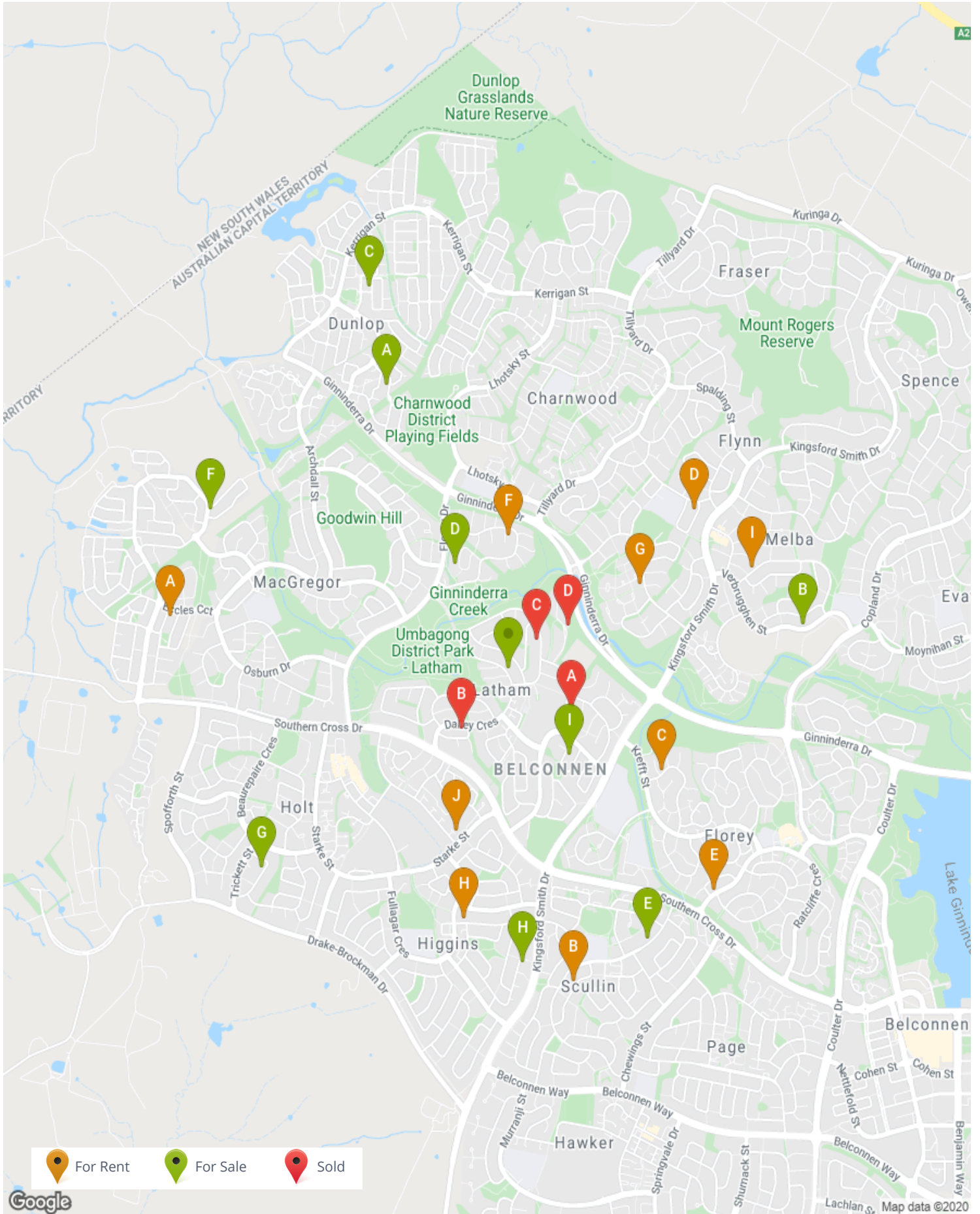
Current Median Price: \$450,000
Previous Median Price: \$495,000
Based on 29 registered Unit sales compared over the last two rolling 12 month periods.

Suburb Rental Yield

+4.6%

Current Median Price: \$450,000
Current Median Rent: \$400
Based on 11 registered Unit rentals compared over the last 12 months.

Comparable Properties Map



Nearby Comparable Rental Properties

There are 10 rental properties selected within the radius of 3000.0m from the focus property. The lowest for rent price is \$450 and the highest for rent price is \$550 with a median rental price of \$505. Days listed ranges from 7 to 22 days with the average currently at 11 days for these selected properties.

66 BRYAN HUDSON ST, MACGREGOR 2615

 3  3  2



Property Type: House
Area: 450 m² (193 m²)
RPD: 10/122/MACG

Features:

Current Rent Price: **\$550 pw**
First Rent Price: **\$550 pw**
Month Listed: **July 2020**
Days on Market: **8 Days**



31 HOLYMAN ST, SCULLIN 2614

 3  1  1



Property Type: House
Area: 705 m²
RPD: 8/21/SCUL

Features:

Current Rent Price: **\$500 per week**
First Rent Price: **\$520 per week**
Month Listed: **July 2020**
Days on Market: **9 Days**



2 WADHAM PL, FLOREY 2615

 3  2  2



Property Type: House
Area: 1,128 m²
RPD: 6/56/FLOR

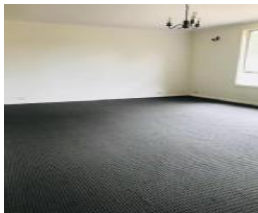
Features:

Current Rent Price: **\$470 per week**
First Rent Price: **\$470 per week**
Month Listed: **July 2020* (Rented)**
Days on Market: **7 Days**



4 HEDLAND CCT, FLYNN 2615

 3  1  2



Property Type: House
Area: 782 m²
RPD: 11/19/FLYN

Features:

Current Rent Price: **\$490 per week**
First Rent Price: **\$490 per week**
Month Listed: **July 2020**
Days on Market: **10 Days**



15 RATCLIFFE CRES, FLOREY 2615

 3  1  2



Property Type: House
Area: 790 m²
RPD: 16/129/FLOR

Features:

Current Rent Price: **\$520**
First Rent Price: **\$520 per week**
Month Listed: **July 2020* (Rented)**
Days on Market: **8 Days**



3 MAGENNIS PL, LATHAM 2615

 3  1  2



Property Type: House
Area: 709 m²
RPD: 26/110/LATH

Current Rent Price: **\$480 per week**
First Rent Price: **\$480 per week**
Month Listed: **July 2020* (Rented)**
Days on Market:

Features:



35 COMPANION CRES, FLYNN 2615

 3  1  2



Property Type: House
Area: 930 m²
RPD: 1/35/FLYNN

Current Rent Price: **\$550**
First Rent Price: **\$560 Per Week**
Month Listed: **July 2020* (Rented)**
Days on Market: **14 Days**

Features:



142 PENNEFATHER ST, HIGGINS 2615

 3  2  1



Property Type: House
Area: 716 m²
RPD: 32/25/HIGG

Current Rent Price: **\$510 per week**
First Rent Price: **\$510 per week**
Month Listed: **July 2020**
Days on Market: **22 Days**

Features:



13 GRAINGER CCT, MELBA 2615

 3  1  -



Property Type: House
Area: 680 m²
RPD: 9/41/MELB

Current Rent Price: **\$450 per week**
First Rent Price: **\$450 per week**
Month Listed: **July 2020* (Rented)**
Days on Market: **7 Days**

Features:



15 BURGE CL, HOLT 2615

 3  2  2



Property Type: House
Area: 382 m²
RPD: 48/49/HOLT

Current Rent Price: **\$520 per week**
First Rent Price: **\$520 per week**
Month Listed: **July 2020* (Rented)**
Days on Market: **15 Days**

Features:



Nearby Comparable For Sale Properties

There are 10 properties selected within the radius of 3000.0m from the focus property. The lowest for sale price is \$470,000 and the highest for sale price is \$650,000 with a median sale price of \$582,500. Days listed ranges from 2 to 16 days with the average currently at 8 days for these selected properties.

45 EVELYN OWEN CRES, DUNLOP 2615

Distance from Property: 2.1km  3  2  2



Property Type: House
Area: 388 m² (116 m²)
RPD: 6/8/DUNL

Features:

Current List Price: **\$549,000+**
First List Price: \$549,000+
Date Listed: 30/07/2020 Days Listed: 2 Days
Listed Price Change:



75 VERBRUGGHEN ST, MELBA 2615

Distance from Property: 2.1km  3  2  2



Property Type: House
Area: 776 m² (212 m²)
RPD: 27/28/MELB

Features:

Current List Price: **Auction**
First List Price: Auction
Date Listed: 30/07/2020 Days Listed: 2 Days
Listed Price Change:



7 POLWARTH CCT, DUNLOP 2615

Distance from Property: 2.7km  3  1  1



Property Type: House
Area: 450 m²
RPD: 9/124/DUNL

Features:

Current List Price: **Auction**
First List Price: Auction
Date Listed: 30/07/2020 Days Listed: 2 Days
Listed Price Change:



31 KINCHELA CRES, LATHAM 2615

Distance from Property: 783m  3  2  2



Property Type: House
Area: 724 m²
RPD: 8/94/LATH

Features:

Current List Price: **\$599,000+**
First List Price: \$599,000+
Date Listed: 30/07/2020 Days Listed: 2 Days
Listed Price Change:



MAGRATH CRES, SPENCE 2615

 3  2  2



Property Type: House
Area:
RPD:

Features:

Current List Price: **\$615,000+**
First List Price: \$615,000+
Date Listed: 23/07/2020 Days Listed: 9 Days
Listed Price Change:

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143 ROSS SMITH CRES, SCULLIN 2614

Distance from Property: 2km  3  1  1



Property Type: House
Area: 737 m² (115 m²)
RPD: 10/9/SCUL

Features:

Current List Price: **Auction**
First List Price: Auction
Date Listed: 22/07/2020 Days Listed: **10 Days**
Listed Price Change:



229 MACFARLANE BURNET AVE, MACGREGOR...

Distance from Property: 2.4km  3  2  1



Property Type: House
Area: 388 m²
RPD: 1/169/MACG

Features:

Current List Price: **Exchanged - Contact Alexander**
First List Price: Exchanged - Contact Alexander
Date Listed: 21/07/2020 Days Listed: **11 Days**
Listed Price Change:



23 GRIFFITHS ST, HOLT 2615

Distance from Property: 2.2km  3  1  4



Property Type: House
Area: 684 m² (108 m²)
RPD: 7/32/HOLT

Features:

Current List Price: **Auction**
First List Price: Auction
Date Listed: 21/07/2020 Days Listed: **11 Days**
Listed Price Change:



2 O`MARA PL, HIGGINS 2615

Distance from Property: 1.9km  3  1  2



Property Type: House
Area: 824 m² (113 m²)
RPD: 3/32/HIGG

Features:

Current List Price: **Auction**
First List Price: Auction
Date Listed: 17/07/2020 Days Listed: **15 Days**
Listed Price Change:



24 CHAMBERS ST, LATHAM 2615

Distance from Property: 713m  3  2  2



Property Type: House
Area: 664 m² (101 m²)
RPD: 13/63/LATH

Features:

Current List Price: **\$575,000+**
First List Price: Make an offer
Date Listed: 16/07/2020 Days Listed: **16 Days**
Listed Price Change:



Nearby Comparable Sold Properties

There are 4 sold properties selected within the radius of 500.0m from the focus property. The lowest sale price is \$585,000 and the highest sale price is \$690,000 with a median sale price of \$625,000.

55 STRETTON CRES, LATHAM, ACT 2615

Distance from Property: 532m  3  2  1



Property Type: House
Area: 817 m²
Area \$/m²: \$734
RPD: 14/28/LATH

Sale Price: **\$600,000 (Agents Advice - Sale)**
Sale Date: 16/04/2020 Days to Sell:
Last Price: Chg %:
First Price: Chg %:

Features:



22 DALLEY CRES, LATHAM, ACT 2615

Distance from Property: 526m  3  1  1



Property Type: House
Area: 782 m²
Area \$/m²: \$831
RPD: BELC/LATH/045/0007/000

Sale Price: **\$650,000 (Normal Sale)**
Sale Date: 05/02/2020 Days to Sell:
Last Price: Chg %:
First Price: Chg %:

Features:



60 MACROSSAN CRES, LATHAM, ACT 2615

Distance from Property: 273m  4  2  2



Property Type: House
Area: 521 m²
Area \$/m²: \$1,323
RPD: 5/1/10/LATH

Sale Price: **\$690,000 (Agents Advice - Sale)**
Sale Date: 21/05/2020 Days to Sell:
Last Price: Chg %:
First Price: Chg %:

Features:



32 WRENFORDSLEY PL, LATHAM, ACT 2615

Distance from Property: 505m  4  2  1



Property Type: House
Area: 820 m²
Area \$/m²: \$714
RPD: 1/101/LATH

Sale Price: **\$585,000 (Agents Advice - Sale)**
Sale Date: 29/04/2020 Days to Sell:
Last Price: Chg %:
First Price: Chg %:

Features:



80 DALLEY CRESCENT, LATHAM, ACT 2615



Contact your agent for further information:



Agent Name: Frank Walmsley
Mobile: 0400446605
Office: Auction Advantage
Office Phone: 1300347655
Email: info@cgfb.com.au
Website: cgfb.com.au

The Canberra Granny Flat Builders Design Agreement and Design Process

80 Dalley Crescent, Latham ACT 2615

Dear Customer,

Thank you for the opportunity to provide you with our Planning Assessment Report for your property at **80 Dalley Crescent, Latham ACT 2615.**

The purpose of this letter is to outline the next step in the process to create your ideal secondary residence or fixed price extension with Canberra Granny Flat Builders (CGFB).

Creating your ideal design. There are 3 options for you should you decide to continue with the process of designing and pricing your secondary residence or fixed price extension project with the team at CGFB.

Your design options are:

1. **Select one of our existing designs** and our Operations team will inspect your block and provide you with a detailed project proposal.
2. **Modify an existing CGFB design** for an investment of **\$750**. When we have signed-off on your design changes we will provide you with a detailed priced project proposal.
3. **Create your own unique design** for an investment of **\$1750**. When you have signed off on your design we will provide you with a detailed project proposal.

We have included a detailed list of frequently asked questions that relates to these design options for your convenience.

If you decide that you would like to proceed with any of these design options, please follow the steps outlined in this document.

Thank you

Nick Constable | Director and Licensed Builder



Yana del Valle | Client Designs Manager



Frequently Asked Questions about the design process and options with Canberra Granny Flat Builders:

Q: What happens in the initial design meeting and during the design process?

A: At our initial meeting with our Customer Designer, we aim to determine specifically what you would like to create. Using the Planning Assessment Report as a reference, we work with you to resolve the best positioning (and orientation) of your new project. We consider factors such as solar orientation, planning requirements, and interaction with the existing residence.

In this initial meeting, we may also use several existing concept designs or reference plans as a starting point for a conceptual floor-plan.

Over the following weeks, we will meet with you on-site or in our offices to refine and review the floor plan, snapshot and elevations, until you are entirely happy with the layout and design that we have created.

Q: What are the main differences between a modification design and custom design?

A: A 'Modification' design is a modification to an existing CGFB Designs Brochure, which has a designated design number (eg: Design 101). Whereas a 'Custom' design is a unique design we create for you based on your specific needs and requirements.

Q: Can we change from a modification design to a custom design during the design process?

A: Yes, this occurs about 50% of the time. As the design process unfolds, customers determine that they want to change the scope or concept of their project. If this the case, then your designer will discuss with you the options available to transfer to a concept design.

If you decide to change to a concept design, there would be additional net costs. You simply pay the difference between the modification and the unique custom.

Q: How long does the design process normally take?

A: Modification designs usually take between 3-6 weeks, and unique custom designs usually take between 4-8 weeks. These timelines are based on the availability of the customer to meet and provide feedback to the designer.

Q: What set of plans and documents will we receive?

A:

Document/Process	Modification Design	Unique Custom Design
Site Scope Report	Yes	Yes
Snapshot or external render (PDF)	Yes	Yes
Floorplan with measurements (PDF)	Yes	Yes
Elevations Plans (PDF)	Yes	Yes
Project proposal (PDF)	Yes	Yes
Site Map (PDF)	Yes	Yes
Furniture Floorplan (PDF)	Yes	Yes
Unlimited Changes	No	Yes
Architectural drawing (ArchiCAD) files	Not provided	

- Q:** Why is the design process so cost-effective with CGFB in comparison to other builders and designers? Some builders/designers have quoted us between \$5,000 and \$10,000.
- A:** The primary reason is that we specialise in the design and building of secondary residences and fixed priced extensions. We are prepared to invest our resources and funds into the design process, as we know that if we achieve the right design, the approval and building process will be far more efficient.
- Q:** What happens if we want to revise after sign-off?
- A:** We are more than happy to accommodate your needs and changes to produce your preferred design. If the changes are reasonable then we won't apply any additional fees. If you require substantial changes or an entirely different design, then we will reach an agreement on the costs associated to achieve your revised.
- Q:** Can we use the plans with another builder if we use your designs?
- A:** The simple answer is, Yes, but this will attract a fee. We subsidise over 50% of the direct costs incurred during the design process, so if you choose to take our design to an alternate builder, we will apply a cost-recovery fee. The recovery fee will be 3.75% of the building cost of the project (on average this is approx. \$6,300).
- Q:** How do we ensure that the design is sited correctly to maximize the secondary residence, yet minimise the complexity of the development application process?
- A:** We provide a Planning Assessment Report which takes into account the relevant planning legislation, utility/easement access, building codes and Australian standards. This is considered while the design is being created with consultation from our planning approvals team to ensure that your secondary residence is sited in the optimal way to reduce complications.

Q: Can CGFB terminate the design process?

A: We hope this doesn't happen; however, we do reserve the right to refund your full investment and terminate the design process if we feel we can't achieve your project objectives.

Q: How do the payments work and what are the payment options?

A: Payment is not required to commence the process. We will send you an invoice within 28 days of the completion and return of this agreement. You can pay via eft or cheque.

Q: What happens if we choose not to proceed shortly after beginning the design?

A: If we haven't met, then we won't charge you. If you decide to cancel after our first meeting, then we will apply a 50% fee of the total design investment (approx. \$350).

Q: If we would like to start building quickly, what is our best option?

A: If you would like to build quickly, we suggest being as prepared as possible for the initial design meeting as the design phase is the only aspect in the overall process that we have some control over regarding the length of time required. Therefore, the best option is firstly to figure out exactly what you require in the design (in terms of bedrooms, living space, etc.).

Once you have figured out your needs and wish list, it is a good idea to go through our designs on our website to decide if you would like a modification or custom design. You should also think about where in your backyard you would like to site the building and why.

Finally, you should think about materials for the external cladding of the building, as this will be helpful for us to know in the initial design meeting.

Q: How is the Site Map created?

A: In this early stage, the site map is created using satellite mapping imagery to determine the location of existing structures, as well as ACTmapi property detail information to determine boundaries.

During the planning approvals phase an electronic contour and detail survey will be completed to provide a highly accurate plan and detail of buildings, structures, landscaping, trees and other features on your property.

If you have recently had a contour and detail survey completed, we can use this during the initial design stage, or if you like we can provide one for you after agreeing on the price to complete this for you.

Q: Do we need to submit our plans for Development Approval? Or, can we bypass this and go straight to a Building Certifier?

A: If you are intending to build a Class 1 structure, such as a granny flat/secondary residence then you will require development approval.

If you are intending to build a studio or home office that is un-inhabitable, we can take your design straight to a Building Certifier, providing that your proposal meets all the rules in both the Secondary Dwelling Housing Development Code and the Residential Zones Development Code.

With a fixed price extension, as long as the structure does not impede on the boundary setback or solar/build envelopes, then you can go straight to the Building Certifier.

Q: Do I need to complete this agreement if I choose to proceed with an existing CGFB design?

A: Yes, in order for CGFB to create your Design Brief, we need to conduct a Crown Lease Search and the Building File Search. In signing this Agreement, you are authorising CGFB to act on your behalf.

Q: What is the Site Scope Report?

A: This is undertaken by our operations and design teams. The details all the potential additional work that may need to be undertaken. Specifically;

- Removal trees
- Demolition of any existing structures
- Additional earthworks and excavation
- Connection of additional services such as power, sewage and stormwater
- Likely imposed conditions of utility providers

This report will indicate all and any site-specific works and utility connections that maybe required. This report is required so we can provide a fixed price agreement.

Under the basis that the customer proceeds with a project with CGFB, we will refund this amount or provide free credit to the equivalent value.

Q: What if we need help with Finance or Rental Return statement?

A: Please contact our office at: Info@cgfb.com.au or call 1300 979 658 and will be provide you with assistance and/or advice.

Q: What if I prefer to not have a CGFB street sign place in my front yard?

A: Street signage allows CGFB to advertise, thereby keeping our marketing budget to a minimum. If a street sign is not placed on your front yard, we charge \$350 to supplement our marketing budget.

Q: Do I need to be in Canberra for meetings?

A: No, we understand the demand for travelling interstate or overseas. However, as face-to-face is critical for our initial meetings, we utilise technologies like Skype and 'Meetintogo' online conferencing tools. So as long as you have internet connectivity we can meet with you.

Q: Can I get the price for the entire project if my design is still in draft?

A: A floor plan and basic exteriors is insufficient data to go through our pricing workflow process. The pricing process requires significant effort from our Quality Assurance team to ensure all details are correct and accurate. Therefore, we are unable to provide an estimate or quote until all the details are finalised and you have signed off on the design (see sample signoff authority attached).

Block, Section, Division and Address Details:

Project Residential address: 80 Dalley Crescent, Latham ACT 2615

Block Number: 23

Section Number: 9

District or Division: Latham

Next step:

If you wish to proceed to the design phase, please complete the following three documents which are attached.

- Customer Design Authority
- Building File Search Authority
- Crown Lease Search Authority

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au
- Drop into our office in the Melbourne Building on a weekday before 4pm.

If you have any questions please email – info@cgfb.com.au or call us on 1300 979 658.

Customer Design Authority

I/We, [name/s]

The owner/s of the property at:

Block: ____ Section: ____ District or Division of: _____

- Modify an existing design for an investment of \$750 including GST.
- Creating our own unique custom design for an investment of \$1750 including GST.
- Select an existing design \$300 to complete a Site Scope Report (refunded if you proceed with a design).

If modifying or using an existing design number: _____

Agree to invest: \$ _____ including GST for our design.
(select from one of the three options above)

We also agree to have a street sign placed on our front yard, otherwise we will be invoiced \$350 separately to supplement CGFB marketing budget.

We agree to complete and provide Canberra Granny Flat Builders (attached to this document):

- Building file search authority; and
- Crown lease search authority.

Signature: _____ Name: _____ Date: _____

Signature: _____ Name: _____ Date: _____

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au

Building File Search Authority

Environment and Sustainable Development Department

Please complete missing details, scan and email to info@cgfb.com.au.

I, _____,

- The owner of the property at _____

Being,

Block: _____ Section: _____ District or Division of:

Authorise Turnkey Creations Pty Ltd to apply on my behalf for the building files of the above-mentioned property.

Name:

Signature:

Date:

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au

Crown Lease Search Authority

Land Titles Office

I _____,

- The owner of the property at _____

Being, Block: _____ Section: _____,

Authorise Turnkey Creations Pty Ltd to apply on my behalf for a copy of the crown lease for the above-mentioned property.

Name:

Signature:

Date:

When you have completed these documents, you can either;

- Contact us on 1300 979 658 and we will arrange to pick up from you during business hours.
- Scan and email to info@cgfb.com.au

At the end of the Design process, you will be asked to ‘Signoff’ on the Design and Floor plans. This will allow CGFB to calculate the total investment value of your secondary residence or fixed price extension.




canberragrannyflatbuilders.com.au

Client Design Sign-off on Final Approved Plans

I/We _____

The owner of the property at _____

being, Block: _____ Section: _____, have reviewed the final drawings for the above property.

We approve the design and authorise Turnkey Creations Pty Ltd (t/a Canberra Granny Flat Builders) to commence the process of pricing our project based on these approved designs.

We understand that if we choose to make any further amendments to the design after today's approval, additional fees may apply. We further acknowledge that:

1. All designs and documents are the unique intellectual property of Turnkey Creations Pty Ltd, and we are not permitted to use these designs and documents, or comparable iterations of these designs and documents, with an alternate service provider without the written consent of Turnkey Creations.
2. Should we decide to approach an alternate service provider with these designs the following estimated fees will apply:

The estimated value of these plans and designs equates to \$ _____ calculated based on total hours spent by design team of _____ hours at the market rate of \$75 per hour.
3. Should we decide not to proceed to next stage of the process (planning and building approvals) and have paid the modification fee (\$750) or custom design fee (\$1,750), then no additional fees or charges will apply. *For designs supplied by Turnkey Creations P/L which have not been altered (existing designs) no fees are applicable.*

Name: _____

Signature: _____

Date: _____

Lead Designer: _____


Turnkey Creations Pty Ltd | ABN: 67 155 832 732 | ACT Builders Licence: 2012767 | NSW Builders Licence: 241240C
Ph: 1300 979 658 | F: 1300 979 657 | info@cgfb.com.au | www.cgfb.com.au | GPO Box 2265, Canberra City ACT 2602.