

Certificate of Compliance

Online Lodgement Guide

What is a Certificate of Compliance?

A Certificate of Compliance confirms compliance with the requirements of any conditions of a Development Permit and may assist in finalising or obtaining building approval.

In order to assess an application for Certificate of Compliance, Development Assessment Services requires certain information to be submitted confirming the conditions of your development permit have been met. Online applications are the fastest way to achieve this, and all Certificate of Compliance applications need to be lodged online. To ensure that your application can be processed quickly and efficiently, it is important that all the relevant information is included.

What information should be included with your application?

You may need to get written clearance from the service authorities confirming the conditions of your development permit have been met. Your development permit will state if you require clearance from service authorities such as the local council and PowerWater Corporation. Service authority contact details are listed on the back of this guide.

Apply for a Fast-Track Certificate of Compliance

You may be able to apply for a fast-track certificate of compliance.

Developments that may be eligible include:

- additions and alterations i.e. carport, garage, verandah, shade sails;
- change of use i.e. with internal fit out works only;
- permitted uses with variations i.e. minor variations to building setbacks;
- developments in remote locations; and
- development sites that are difficult to access.

If your development falls within this criteria, you will need to do the following:

- Obtain written clearance from service authorities;
- take photos of the development; and
- sign the declaration form.

[Refer: apply for a fast-track certificate of compliance](#)

Notes:

Your application cannot be accepted until clearances from all relevant service authorities have been provided. If you receive an email advising you of a "Request for Further Information" please be aware the application cannot be progressed until such a time as all information has been received and the application has been accepted.

You will receive notifications via your Development Applications Online Account if more information is requested or when your Compliance Certificate has been issued

How to lodge a Certificate of Compliance application online:

1. Log onto Development Applications Online: <https://www.ntlis.nt.gov.au/planning>
Note: Passwords expire every three months
2. If you are a first time user, click on 'create an account'. Fill in the requested details (i.e. Name, address, etc). Click on 'create'.
3. If you are already a user, log in using your details
4. To lodge a new Certificate of Compliance Application, click on 'Create New' then select 'Certificate of Compliance'.
5. Enter the permit number ie. DP19/0123 of the permit you are seeking compliance for and select 'next'. Note: If you have varied the permit use the most recent variation permit number.
6. Check the address details and click 'next'.
7. Fill in the applicant and contact details. If you need to update these details you can do so by selecting 'Manage Account' at the top of the screen.
8. Select a Development Assessment Services office (Darwin, Katherine or Alice Springs). Click 'next'.
9. Each condition on the permit will be listed. Conditions which require service authority clearance (e.g. written clearance from PowerWater Corporation) will show *Attach Clearance – click the link to [another uploader](#) and upload the relevant clearance documents in PDF format. You can add multiple clearances by selecting "choose file" button.
10. Review you application and select 'Lodge' once you are satisfied that all of the information is correct.

Service Authority contact details:

Councils

Alice Springs Town Council 8950 0500 or astc@astc.net.au	Katherine Town Council 8972 5500 or records@ktc.nt.gov.au
Barkly Regional Council 8962 0000 or reception@barkly.nt.gov.au	Litchfield Council 8983 0600 or council@litchfield.nt.gov.au
Belyuen Shire Council 8978 5071 or cathy.winsley@belyuen.nt.gov.au	MacDonnell Regional Council 8958 9600 or info@macdonnell.nt.gov.au
Central Desert Regional Council 8958 9500 or info@centraldesert.nt.gov.au	Roper Gulf Regional Council 8972 9000 or info@ropergulf.nt.gov.au
City of Darwin 8930 0300 or darwin@darwin.nt.gov.au	Tiwi Islands Regional Council 8944 7095 or infrastructure@tiwiislands.nt.gov.au
Coomalie Community Government Council 8976 0058 or ceo@coomalie.nt.gov.au	Victoria Daly Regional Council 8972 0777 or admin@vicdaly.nt.gov.au
City of Palmerston 8935 9922 or palmerston@palmerston.nt.gov.au	Wagait Shire Council 8978 5185 or council@wagait.nt.gov.au
East Arnhem Regional Council 8986 8986 or info@eastarnhem.nt.gov.au	West Arnhem Regional Council 8982 9500 or info@westarnhem.nt.gov.au
West Daly Regional Council 7922 6403 or info@westdaly.nt.gov.au	

PowerWater Corporation

Customer services: 1800 245 092
Power North (Darwin, Jabiru, Katherine, Mataranka, Pine Creek, Borroloola areas) Email: powerdevelopment@powerwater.com.au
Power South (Alice Springs, Yulara, Kings Canyon, Ti-Tree, Tennant Creek, Elliott areas) Email: powerdevelopment@powerwater.com.au
Water / Sewer North (including Darwin and Katherine) Email: waterdevelopment@powerwater.com.au
Water / Sewer South (including Alice Springs and Tennant Creek) Email: waterdevelopment@powerwater.com.au
Regions and Remote Operations Email: remotedevelopment@powerwater.com.au

Other Service Authorities

Telstra

General Enquiries: dev4national@team.telstra.com

For Reticulation go to the Telstra Smart Community website (<https://www.telstra.com.au/smart-community>) and complete an application.

The Land Development Liaison Team will be in contact to discuss the application & any applicable requirements.

Telstra has implemented an auto letter process by which all projects (once reaching the appropriate stage) have a letter issued confirming the provisioning of services.

NBN

To register your development, please visit:

<http://www.nbnco.com.au/develop-or-plan-with-the-nbn.html>

If within an existing fixed wireless area, residents here can apply to retail service providers to order a fixed wireless service. Details of this service can be found at <https://www.nbnco.com.au/residential/learn/network-technology/fixed-wireless-explained>

Jodie Lunn: 0412 050 773 or jodielunn@nbnco.com.au

Department of Infrastructure, Planning and Logistics

Transport and Civil Services Division: 8924 7104 or DevRoads.NTG@nt.gov.au

NT Fire and Rescue Service

Email: fire.safety@nt.gov.au

General enquiries Northern Region: 8946 4107

General enquiries Southern Region: 8951 6688

Department of Health – Environmental Health

Email: envirohealth@nt.gov.au

Darwin: 8922 7377 Katherine: 8973 9061 or 8973 9062

Barkly: 8962 4302 Central Australia: 8955 6122

East Arnhem: 8987 0440 or 8987 0441

Department of Health - Medical Entomology

8922 8337 or allan.warchot@nt.gov.au

Department of Environment and Natural Resources (DENR)

8999 4446 or developmentassessment.denr@nt.gov.au

DENR – Environment Division

8924 4218 or eia.ntepa@nt.gov.au

DENR - Bushfires NT

Email: bushfiresNT.Compliance@nt.gov.au

Darwin and Arnhem: 8922 0844 Katherine: 8973 8871

Gulf: 8973 8872 Batchelor: 8976 0098

Victoria River District: 8973 8870 Alice Springs: 8942 3066

Tennant Creek: 8962 4577 or 8962 4522