

### Information to be lodged for building permits

Outbuildings/Structures (eg. Sheds, garages, fences, pools & barriers, retaining walls etc)

<p><b><u>Application &amp; Fee's</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - Completed application form and owners consent/RBS appointment</li> <li><input type="checkbox"/> - Non-refundable application fee (will be invoice upon receipt of application)</li> </ul>
<p><b><u>Ownership/Title documents</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - Copy of title &amp; plan of subdivision (dated within 3 months of application)</li> <li><input type="checkbox"/> - 173 agreements or covenants listed on title certificate (<i>*if applicable</i>)</li> </ul>
<p><b><u>Builder/Owner Builder</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - Builders warranty insurance certificate (works exceeding \$16k)</li> <li><input type="checkbox"/> - Signed building contract (works exceeding \$10k)</li> <li><input type="checkbox"/> - Owner/Builder certificate (works exceeding \$16k)</li> </ul>
<p><b><u>Council Consents (Fisher Dowell to apply unless advised prior to application)</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - Property information certificate (Termite / Flood prone / Overland drainage)</li> <li><input type="checkbox"/> - Legal point of discharge (<i>*if applicable</i>)</li> <li><input type="checkbox"/> - 29a Consent (<i>*if applicable</i>)</li> </ul>
<p><b><u>Town Planning (*if applicable)</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - Planning Permit confirmation from Council town planning dept.</li> <li><input type="checkbox"/> - Planning Permit &amp; Endorsed Plans (<i>*if applicable</i>)</li> <li><input type="checkbox"/> - Council Endorsed Storm-Water-Drainage Plan (<i>*if applicable</i>)</li> </ul>
<p><b><u>Council/Authority report &amp; consent</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - (Siting/Non-Siting) (<i>*if applicable</i>)</li> <li><input type="checkbox"/> - Build-Over-Easement from council or water authority (<i>*if applicable</i>)</li> </ul>
<p><b><u>Consultant Reports/Plans</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - Bushfire-attack-level assessment (<i>*if applicable</i>)</li> <li><input type="checkbox"/> - Land surveyors title re-establishment survey (<i>*if applicable</i>)</li> <li><input type="checkbox"/> - Soil Report (<i>*if applicable</i>)</li> <li><input type="checkbox"/> - Engineering designs, computations &amp; certificate of compliance (<i>*if applicable</i>)</li> </ul>
<p><b><u>Working/Architectural Drawings</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> - <u>Site plan</u> showing: <ul style="list-style-type: none"> <li><input type="checkbox"/> - Boundaries and dimensions of the site</li> <li><input type="checkbox"/> - Position of the proposed building and its relationship to the site boundaries</li> <li><input type="checkbox"/> - Any other buildings on site</li> <li><input type="checkbox"/> - Any easements shown on title</li> <li><input type="checkbox"/> - Overlooking and overshadowing diagrams</li> <li><input type="checkbox"/> - Drainage details</li> </ul> </li> <li><input type="checkbox"/> - Fully dimensioned &amp; scaled <u>drawings</u> including; <ul style="list-style-type: none"> <li><input type="checkbox"/> - Floor plan showing existing building*</li> <li><input type="checkbox"/> - Floor plans showing proposed *</li> <li><input type="checkbox"/> - Elevations (existing &amp; proposed)*</li> <li><input type="checkbox"/> - Sections</li> <li><input type="checkbox"/> - Specifications/General notes *</li> <li><input type="checkbox"/> - Window/Door schedule *</li> </ul> </li> </ul> <p>(<i>*if applicable</i>)</p>

The above list is some items that may be required for the lodgement of a building permit with our office, further information may be required once the building surveyor has assessed the application