



**GREATER SHEPPARTON CITY COUNCIL
APPLICATION FOR A BUILDING PERMIT**

Building Act 1993
BUILDING REGULATIONS 2018
Regulation 24
Form 1

Privacy Statement

*The personal information collected on this form will be used only for the administration of the Greater Shepparton City Council **Building Services**.*

Your personal information may be used or disclosed to organisations directly involved in the delivering of the service, as required by law or with your consent.

To Relevant Building Surveyor							
From Owner: Add applicable Owner/Agent*				Agent of Owner:			
Postal Address:						Post Code:	
Email:							
Indicate if the applicant is a lessee or licensee of Crown Land to which this application applies *tick if applicable							<input type="checkbox"/>
Contact Person:				Telephone: Mobile No.			
Ownership Details (only if agent of owner listed above): <u>Owner</u>							
Postal Address:						Post Code:	
Contact Person:							
Property Details							
No.		Street/Road		Town		Post Code	
Lot/s:		LP/PS:		Volume		Folio	
CA		Section		Parish		County	
Municipal District				Allotment area (for new dwellings only) m ²			
Land owned by the Crown or a public authority *tick if applicable				<input type="checkbox"/>			

Builder (if known)		Telephone:
Name:		Fax:
Address:		Post Code:
Email:		

Building Practitioners¹ and/or Architects (a) to be engaged in the building work ²					
Name:		Category/Class:		Registration No.:	
Name:		Category/Class:		Registration No.:	
Name:		Category/Class:		Registration No.:	
<i>(If a registered domestic builder carrying out domestic building work attach details of the required insurance)</i>					
(b) who were engaged to prepare documents forming part of the application for this permit ³					
Name:		Category/Class:		Registration No.:	
Name:		Category/Class:		Registration No.:	
Name:		Category/Class:		Registration No.:	

Nature of Building Work*

Construction of new building	<input type="checkbox"/>	Extension to an existing building	<input type="checkbox"/>
Alterations to an existing building	<input type="checkbox"/>	Change of use of an existing building	<input type="checkbox"/>
Demolition of a building	<input type="checkbox"/>	Removal of a building	<input type="checkbox"/>
Re-erection of a building	<input type="checkbox"/>	Other	<input type="checkbox"/>

Proposed Use of Building⁴:

***Tick if applicable or give other description**

Owner Builder ⁵ (if applicable) I intend to carry out the work as an owner builder	Yes	No
Cost of building work	Yes	No
Is there a contract for the building work?		
If yes, state the contract price	\$	
If no, state the estimated cost of the building work (including cost of labour and materials) and attached details of the method of estimation	\$	
Stage of building work		
If application is to permit a stage of the building work -	Extent of stage:	
Cost of work for this stage	\$	
Signature of owner or agent:	Date:	

Note 1 Building Practitioner means:

- [a] a Building Surveyor; or
- [b] a Building Inspector; or
- [c] a Quantity Surveyor; or
- [d] an Engineer engaged in the building industry; or
- [e] a Draftsperson who carries on a business of preparing plans for building work or preparing documentation relating to permits and permit applications; or
- [f] a builder; or
- [g] a person who erects or supervises the erection of prescribed temporary structures; or
- [h] a person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to be Building Practitioners.

but does not include:

- [i] an Architect except in Part 9 and Sections 24 [3] and 176 [6] of the Act; or
- [j] a person [other than a domestic builder] who does not carry on the business of building.

Note 2 Include building practitioners with continuing involvement in the building work.

Note 3 Include only building practitioners with no further involvement in the building work.

Note 4 The use of the building may also be subject to additional requirements under other legislation such as the **Liquor Control Reform Act 1998** and the **Dangerous Goods Act 1985**.

Note 5 If an owner builder, there are restrictions on the sale of the building under section 137B of the **Building Act 1993**. Section 137B prohibits an owner builder from selling a building on which domestic building work has been carried out within 6 1/2 years from the completion of the relevant building work unless they have satisfied certain requirements including obtaining compulsory insurance. The Victorian Building Authority maintains a current list of domestic insurance providers.

*The Building and Planning Department is open from 8.15 a.m. to 5.00 p.m. Monday to Friday
and can be contacted on telephone 03 5832 9730 or facsimile 03 5831 1987*

**OFTEN PLANNING PERMITS ARE REQUIRED FOR YOUR PROPOSED DEVELOPMENT.
PLEASE LODGE YOUR APPLICATION ONLINE AT www.greatershepparton.com.au/**

Fees Payable:

Building (incl. GST)	\$
Levy	\$
Lodgement	\$
Asset Protection	\$
Title Search	\$
Report & Consent – Part	\$
Report & Consent – Reg. 153(2)	\$
Report & Consent - Reg. 513/604/806	\$
Legal Point of Discharge - Reg. 133(2)	\$
Security Deposit	\$
Total	\$

Receipt No.:

Date of Receipt:

PLEASE NOTE: Fees to be paid prior to issuing Building Permit.