

INFORMATION REQUIRED FOR A DOMESTIC BUILDING PERMIT APPLICATION (DOCUMENTS REQUIRED IF APPLICABLE TO THE PROJECT)

1. Application Form properly filled out and signed;
2. A copy of the Appointment of Relevant Building Surveyor form from the owner of the subject property (section 78 of the act);
3. Copy of the Certificate of Title, plan of subdivision, and if applicable restrictive covenants or section 173 agreements;
4. A Copy of the signed Major Domestic Contract Particulars for this project;
5. Builder's job specific warranty insurance certificate;
6. Builder's name, address, phone number and practitioners' number;
7. Owner's name, address and phone number;
8. A copy of the Town Planning permit and endorsed plans;
9. Location of existing buildings on the adjoining property;
10. Reporting authority consents (Council and/or Melbourne Water) to build over an easement;
11. Details of stormwater and / or sewer pipe services located in the easement;
12. A copy of the Architectural Drawings;
13. A copy of the Structural Engineer's Drawings;
14. A copy of Structural Engineer's Computations;
15. A Certificate of Compliance from the Design Engineer (Regulation 1507);
16. A copy of the Civil Engineer's Drainage Drawings;
17. A copy of the Drainage Approval from the Relevant Council;
18. A copy of the Geotechnical Investigation Report (Soil Report);
19. A copy of Civil Engineer's Computation;
20. A copy of Project Specifications;
21. 6 Star Energy Rating Report and Stamped Plans;
22. Re-establishment Survey Plan.