

APPLICATION FOR A BUILDING PERMIT

TO: Municipal Building Surveyor, Bayside City Council

FROM: Owner* / Agent of Owner * _____ ** delete if inapplicable*

Postal Address _____ Post Code _____

Address for serving or giving of documents _____ Post Code _____

Indicate if the applicant is a lessee or licensee of Crown land to which this application applies † † tick if applicable

Contact Person _____ Telephone _____

OWNERSHIP DETAILS: (only if agent of owner listed above)

Owner _____

Postal Address _____ Post Code _____

Contact Person _____ Telephone _____

PROPERTY DETAILS:

Number _____ Street/Road _____ City/Suburb/Town _____ Post Code _____

Lot/s _____ LP/PS _____ Volume _____ Folio _____

Crown Allotment _____ Section _____ Parish _____ County _____

Municipal District _____ Allotment Area (for new dwellings only)m² _____

Land owned by the Crown or a public authority † † tick if applicable

BUILDER: (if known) Name _____ Telephone _____

Postal Address _____ Postcode _____

BUILDING PRACTITIONERS¹ AND/OR ARCHITECTS:

(a) to be engaged in the building work²

Name _____ Category/Class _____ Reg No _____

Name _____ Category/Class _____ Reg No _____

Name _____ Category/Class _____ Reg No _____

(b) who were engaged to prepare documents forming part of the application for permit³

Name _____ Category/Class _____ Reg No _____

Name _____ Category/Class _____ Reg No _____

Name _____ Category/Class _____ Reg No _____

(If a registered domestic builder carrying out domestic building work attach details of the required insurance)

NATURE OF BUILDING WORK*: (*Tick if applicable or give other description)

Construction of a new building Demolition of a building Change of use of an existing building

Alterations to an existing building Removal of a building

Extension to an existing building Re erection of a building Other _____

Proposed use of building:⁴ _____

OWNER-BUILDER⁵: (if applicable)

I intend to carry out the work as an owner-builder

Yes / No

COST OF BUILDING WORK:

Is there a contract for the building work

Yes / No

If yes, state the contract price

\$ _____

If no, state the estimated cost of the building works

(including the cost of labour and materials) & attach details of the method of estimation

\$ _____

STAGE OF BUILDING WORK:

If application is to permit a stage of the work

Extent of Stage _____

Cost of work for this stage \$ _____

SIGNATURE:

Signature of owner or agent _____

Date _____

Disclaimer:

It is the owner's responsibility to ensure that all information provided, including documentation, relating to this permit application is true and correct. Bayside City Council and its employees will not be responsible for checking the accuracy of information provided, nor for any errors or omissions. Information accepted as part of this application is done in "good faith". It is an offence under section 246 of the *Building Act 1993* for a person to knowingly make any false or misleading statement or provide any false or misleading information to a person or body carrying out a function under this Act or the regulations.

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 draftsman who carries on a business of preparing plans for building work or preparing documentation relating to permits and permit applications; or
- f) a builder; including a domestic 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; 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, restrictions on sale of the property apply under section 137B of the Act. Section 137B also prohibits an owner builder of domestic building work from selling the building within 6 ½ years from the date of completion of the relevant works unless they have satisfied certain requirements including compulsory insurance. The Building Control Commission maintains a current list of domestic building insurance providers.



Information Privacy:

The personal information requested is required primarily for the provision of the services referred to on this form and will only be shared with those directly responsible for providing that service. If you do not provide the information, Council may not be able to deliver the service.

The personal information provided will be used for government reporting as required by Regulation 323 of the Building Regulations 2006.

If you have any queries or wish to gain access to your information, please contact Council's privacy officer on 9599 4444 or at privacy@Bayside.vic.gov.au