

APPLICATION FOR A BUILDING PERMIT

BUILDING ACT 1993 – BUILDING REGULATIONS 2018
FORM 1 – REGULATION 24

ALL HIGHLIGHTED FIELDS MUST BE COMPLETED

To: **Brian Ross** (Relevant Building Surveyor) BS-U1274

From:

Applicant - Name: **ACN/ARBN:**

Applicant Postal address: **Postcode:**

Is the applicant a lessee or licensee of Crown land to which this application applies (Yes/ No)

Lessee responsible for building work:

Contact Person: **Phone:**

Email:

Owner name:

ACN/ARBN:

Owner Postal address: **Postcode:**

Contact Person: **Phone:**

Email:

OWNER BUILDER (if applicable): I intend to carry out the work as an owner builder (Yes / No):

VBA owner builder consent number (if over \$16,000):

Builder: (if applicable) Name:

ACN/ARBN: **Building Practitioner Registration no:**

Postal address: **Postcode:**

Contact person: **Phone:**

Email:

Building Practitioners and/or Architect

(a) To be engaged in the building work

Name: **Category/Class:** **Registration No:**

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

(b) Who were engaged to prepare documents forming part of the application for this permit

Name: **Category/Class:** **Registration No:**

Property details:

No: **Street/Road:** **Postcode:**

Lot/s: **LP/PS:** **Volume/Folio:** / **Crown Allotment:**

Section: **Parish:** **County:** **Municipal District:**

Land owned by the Crown or a public authority (Yes / No)

Nature of Building Work *(Please tick one)*

Construction of a new building ☐ Alterations to an existing building ☐

Demolition of a building ☐ Removal of a building ☐

Extension to an existing building ☐ Change of use of an existing building ☐

Re-erection of a building ☐ Other ☐

Construction of a swimming pool or spa safety barrier ☐

Description of Proposed Works:

Proposed Use of Building:

Cost of building work:

Is there a contract for the building work? Yes/No If yes, please state contract price \$.....

If no, state the estimated cost of the building work (including the cost of labour and materials) and attach the details of the method of estimations.\$.....

Stage of Building Work:

Is the application to permit a stage of the work? YES/NO

If yes, Extent of stage:

Value of building work for this stage: \$.....

Area of allotment:M² **Area of new building work**.....M² **Area of existing buildings:**M²

All Building Permit applications require proof of ownership, including title and plan and any other document relating to the title.

If you would like EGBP to purchase any of the following documents on your behalf, please indicate by ticking in the appropriate box below:

Copy of Title \$33 ☐ Copy of Plan of Subdivision \$33 ☐ Covenant or 173 Agreement (if applicable) \$33 ☐ LPOD (prices vary due to Shire) ☐

Please note: Prices are per item and inclusive of GST

* Extra charges may be incurred if insufficient property details are provided prior to title/plan search.

Scope of Appointment – Mandatory Services of Relevant Building Surveyor

- Assess the application under the Act Building regulations and Building Code of Australia deemed to satisfy relevant controls. If relevant, issue the Building Permit
- Collect and remit the applicable Building Permit levy to the Victorian Building Authority
- Conduct mandatory inspections and issue statutory directions as necessary for proper completion of works. These inspections will be undertaken by EGBP internally, or by subcontractors, at the discretion of EGBP.
- Issue the applicable occupancy permit or certificate of final inspection
- Provide copies of all relevant documentation to the council

Note 1 I/we the owner/s seek the services of EGBP Building Surveyor, and confirm Brian Ross as the Relevant Building Surveyor for the works accompanying this Building Permit Application. **I/we also confirm that no other Building Surveyor has been appointed for these works.**

Note 2 Any enforcement action necessary will incur fees. This may include but is not limited to; additional inspections, notices, orders and attendance at any hearing or responding to the Victorian Building Authority. Cost of these services is as follows GST INC: Written Direction: \$75+GST: Directions, Notices and Orders \$550 each + inspection fees. Any other action will be charged at the minimum rate of \$275 per hour plus any travel expenses.

Note 3 Inspections carried out will be the mandatory inspections listed on the Building Permit and any other inspections required by the RBS to ensure compliance with the Act and the Regulations. Construction will not be supervised. Inspections carried out will be the minimum required to ensure compliance with the Act and Regulations, NOT supervision of all the work. It is the responsibility of the builder to construct the building fully in accordance with the approved permit documents. Variations must be approved by the RBS prior to construction and those variations that require further document survey and assessment/and or approval will incur an additional fee of \$200 GST INC plus any travel expenses. This includes, but is not limited to, amended documents, any other action will be charged at the standard rate of \$220 per hour plus any travel expenses.

Note 4 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 has been carried out within 6.5 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.

Note 5 I/we acknowledge EGBP are **NOT** Estimators, Quantity surveyors, project managers or site supervisors.

Note 6 I/we acknowledge **OUR** duty to provide a safe workplace for employees & subcontractors.

Note 7 ACN: Australian Company Number ARBN: Australian Registered Body Number

Note 8 If an Occupancy Permit or Final Certificate has not been issued prior to the expiry date of the Building Permit, the permit will be subject to seek an extension of time. Which may be granted and fees will be required.

PLEASE NOTE: A builder can no longer sign this form prior to written authorisation from the owner to appoint the building surveyor.

See vba.gov.au for more details

I accept I will receive documents electronically unless otherwise stated.

Signature of Owner or Applicant

PRINT NAME:.....

I have read and accepted the conditions of the Building Permit Application ☐

Signature: **Date:**

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