

INFORMATION TO ACCOMPANY AN APPLICATION

(SHEDS, CARPORTS AND GARAGES)

1. **APPLICATION FORM** *Completed, signed and dated.*
2. **APPOINTMENT OF BUILDING SURVEYOR** *Completed, signed and dated.*
3. **CERTIFICATE OF TITLE** *(Current copy, no more than 30 days old) Evidence of ownership, including plan of sub-division, Covenants and 173 Agreements. Please indicate on your application form if you would like EGBP to source these documents*
4. **BUILDERS WARRANTY INSURANCE OR OWNER BUILDER CONSENT** *If cost of building works is \$16,000, or more.*
5. **COPY OF BUILDING CONTRACT.** *Copy of contract to be provided with application, if cost of works is \$10,000 or more.*
6. **EVIDENCE OF CURRENT REGISTRATION** *for registered practitioners*
7. **OWNER BUILDER DECLARATION**
8. **ARCHITECTURAL DRAWINGS**
 - *Site / allotment plan showing dimensions (of allotment), relevant easements, distance to intersecting street, location of proposed building and any existing buildings on site*
 - *Levels of proposed allotment, proposed floor level(s)*
 - *Plan at each floor level with dimensions (scale 1:100 min)*
 - *All elevations (scale 1:100 min)*
 - *Sections (scale 1:100 min)*
 - *The size & locations of structural members (if not engineered)*
 - *Any additional details to show compliance*
 - *Legal point of discharge to be shown/noted on site/allotment plan*
 - *Levels of the allotment and floors, layout of drains and discharge point (scale 1:500)*
 - *Details showing compliance with Part 5 siting requirements.*
9. **SOIL REPORT**
10. **ENGINEERING PLANS, COMPUTATIONS AND CERTIFICATE OF COMPLIANCE** (Form 126)
11. **PLANNING PERMIT & STAMPED PLANS** *If applicable*
12. **BUSHFIRE ATTACK LEVEL REPORT** *If applicable*
13. **BUILDING PERMIT FEES TO BE PAID.**

Depending on the development proposed, additional information may be required to fully assess the application

Please contact our office if you are having difficulty with your application

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