

Rural farm shed, machinery shed, etc.

The following items are to be submitted with an application for a Building Permit:

	Reference	New Work	Alts&Adds
1. Building Application	Reg 301		
2. Copies of Plans X 3 (see sheet on plan requirements)	Reg 302		
3. Copy of Title (note 1)	Reg 305		
4. Copies of Lodged Plan, PS, or TP	Reg 305, (d)		
5. Copy of any Covenants, Sect 173 Agreements, etc ♦	Reg 305, (e)		
6. Evidence of Ownership (note 2)	Reg 305, (e)		
7. Builders Registration Number ♦ (note 3,4 & 5)	Reg 302		
8. Builders Warranty Insurance Certificate ♦ (note 3)	Reg 305, (f)		
9. Owner / Builders Declaration / Certificate ♦	Part 25B (Act)		
10. Engineers Design, Comp's and Certification	Reg 305		
11. Report and Consent Application with Fees ♦	Part 4		
12. Copy of Town Planning Permit ♦ (With endorsed plans)	Part 24 (Act)		
13. Roof Truss Layout & Design Details	Reg 305		
14. Site and Floor levels ♦	Reg 802&Sc 24(Act)		
15. Storm Water Drainage Details	Reg 305		
16. Fees	Schedule 2 (Act)		

♦ If applicable

The objective of the requirement for a building permit for a Domestic Garage / Carport or Garden Shed etc, is to safeguard people from injury and loss of amenity, and to ensure that the proposed usage meets with the expectations of the Council and adjoining property owners.

Notes

- 1) A copy of Title for the allotment, should also include any covenants, section 173 agreements, restrictions and/or encumbrances, and must include a plan showing the shape, dimensions and bearings of the allotment.
- 2) Evidence of ownership for the allotment can be provided by
 - (a) a letter from the solicitor confirming that settlement has occurred
 - (b) the owners names endorsed on the title
 - (c) a recent title search, listing the owners names
 - (d) a copy of the Transfer of land signed by both parties
 - (e) a copy of the contract of sale signed and dated by both parties.
- 3) Domestic building work costing more than \$16,000.00, must be covered by a site specific warranty insurance policy, with one of the approved warranty insurance organisations.
- 4) Owner builders are exempt from the above requirement, but must have obtained a Certificate of Consent from the Victorian Building Authority.
- 5) Where an owner engages a builder (under a contract) to carry out domestic building work costing more than \$5,000.00, the builder must be a registered building practitioner, and evidence of that current registration must be provided.
- 6) An owner who constructs a building must not enter into a contract to sell the building under which the purchaser will become entitled to possess the building (or to receive the rent and profits from the building) within the prescribed period (6¹/₂ years) unless:

- (a) in the case of a person other than a registered building practitioner--
 - (i) the person has obtained a report on the building from a *prescribed building practitioner* that contains the matters that are required by the Minister by notice published in the Government Gazette; and
 - (ii) the person obtained the report not more than 6 months before the person enters into the contract to sell the building; and
 - (iii) the person has given a copy of the report to the intending purchaser; and
- (b) the person is covered by the required insurance (if any); and
- (c) the person has given the purchaser a certificate evidencing the existence of that insurance; and
- (d) in the case of a contract for the sale of a home, the contract sets out the warranties implied into the contract by section 137C

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