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VICTORIA 3047

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FORM 1

Regulation 24

Building Act 1993

Building Regulations 2018

APPLICATION FOR A BUILDING PERMIT

To: Municipal Building Surveyor Hume City Council

From

Owner/Agent of Owner:.....

ACN / ARBN:.....

Postal address of applicant:.....

..... Postcode:.....

Email:.....

Address for serving or giving of documents:.....

..... Postcode:.....

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

YES NO [Tick applicable]

Contact Person:.....

Telephone:..... Email:.....

Lessee responsible for building work

Indicate if a lessee of the building, of which parts
are leased by different persons, is responsible for
the alterations to a part of the building leased by
that lessee

YES NO [Tick applicable]

Ownership details (if applicant is agent of owner)

Name of owner(s):.....

[insert full name(s)]

ACN/ARBN:.....

Postal address:.....

..... Postcode:.....

Contact person:.....

Telephone:..... Email:.....

[insert full name(s)]

Property details

Number:..... Lot/s:.....

Street/road:.....

City/suburb/town:..... Postcode:.....

LP/PS:..... Volume:..... Folio:.....

Crown allotment:..... Section:.....

Parish:..... County:.....

Municipal district: **HUME** Allotment area (for new dwellings only) m².....

Land owned by the Crown or a public authority YES NO [Tick applicable]

Builder

Name:.....

Postal address:.....

..... Postcode:.....

ACN/ARBN:.....

Telephone:..... Email:.....

Building practitioner registration no:.....
[If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable).]

Natural person for service of directions, notices and orders (if builder is a body corporate)

Name:.....

Postal address:.....

..... Postcode:.....

Telephone:..... Email:.....

Building practitioner or architect engaged to prepare documents for this permit

[List any building practitioner or architect engaged to prepare documents forming part of the application for this permit.]

Name:..... Category/class:..... Registration no:.....

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If yes, provide the cost of the building work that relates to the class or classes referred to in section 205G(2A) of the **Building Act 1993** and the cost of the building work that relates to a class 1, 9 or 10 building:

Cost of building work relating to a class 2, 3, 4, 5, 6, 7 or 8 building \$.....

Cost of building work relating to a class 1, 9 or 10 building \$.....

Stage of building work

If application is to permit a stage of the work—

Extent of stage:.....

Cost of work for this stage \$.....

Cost of work for the whole of the building work \$.....

I acknowledge that this application is not valid until the prescribed application fee or fees, lodgement fee and Building Permit levy have been paid (Please Tick)

Signature

Signature of applicant:.....

Date:...../...../20.....

This information is collected for the purposes of complying with the requirements of the Building Act 1993. Council will not disclose this information unless it is permitted to do so in accordance with the Act(s), or per the provisions of Council's Information Privacy and Health Records Policy. Failing to provide sufficient or necessary information may limit Council's ability to provide related service(s).

Documents Required to accompany and Application for Building Permit (Regulations 24, 25, 26 & 28)

No.	Documentation Required <i>(Tick as applicable)</i>	Supplied	Not Supplied	Not Applicable
1.	Application for Building Permit Form 1.			
2.	Certificate of Title, including Plan of subdivision (allotment plans) & other relevant title documents (eg. S173 agreements, Covenants or Building Envelopess).			
3.	Storm Water Legal Point of Discharge Report form Council			
4.	Property & Planning Information Certificates from Council.			
5.	Report & Consent documents (where applicable).			
6.	Planning Permits Copies (where applicable)			
7.	3 x copies of Site Plans showing all relevant information including allotment dimensions, site levels, easements, building setbacks, storm water and agricultural drainage system layouts and point of discharge, any Site Cuts or Retention Systems, details of buildings on the land and adjoining Allotments for the purpose of Part 5 of the building regulations etc. Minimum Scale 1:500.			
8.	3 X copies of fully dimensioned Architectural Plans and Elevations showing floor levels, dimensions, heights, construction details, sectional elevations, light & ventilation analysis, sanitary facilities etc. Including analysis for determining Part 4 matters such as setbacks, site coverage, building heights and siting, carparking, overlooking and overshadowing, termite barrier system specifications, BAL assessment report etc. Minimum Scale 1:100.			
9.	3 X copies of Engineering Designs , geotechnical reports, structural designs, drawings, details, computations, footings systems, any retention systems, drainage systems, tanking systems, fire engineering designs, mechanical systems, hydraulics systems etc			
10.	3 X copies of Energy Rating Reports and designs 6 Star for new dwellings Section J for commercial industrial and public buildings.			
11.	Certificates of Compliance (where required)			
12.	Domestic Contracts Insurance Certificate where cost exceeds \$16000 (Not applicable to Owner builders or Commercial Building Works).			
13.	3 X copies of Building Specifications for the Building Works including Retention Tanking and Drainage systems, Framing Schedule, Door & Window Schedule etc.			
14.	Protection Works Notices (Forms 3 & 4). (where required)			
15.	Owner Builder certificate of consent – applicable for <i>domestic building work</i> over \$16,000			
16.	Other documents that may be required by the RBS			