

**Information and Documents required to be lodged
to obtain a Building Permit to
Construct/Extend a Garage/Carport/Shed/Verandah/Swimming Pool**

Application No.

1. Building Application to be lodged online via Council Website including following:
2. **One [1] copy** of Building Plans including an **accurate dimensional site plan**
3. Confirm if a Planning Permit is required.
4. Provide a Certificate of Title including block plan, covenant details and 173 Agreements [if applicable] **a search fee will be incurred if not submitted.**
5. Provide either;
 - 5.1 Copy of Certificate of Insurance from registered Builder; or
 - 5.2 Owner/Builder Acknowledgement form if the cost of works are \$16,000.00 or less; or
 - 5.3 Certificate of Consent from the Victorian Building Authority for registration as an Owner/Builder where the cost of works exceeds \$16,000.00
6. One [1] copy of Structural drawings and Computations with Regulation 126: Certificate of Compliance Design.
7. Check estimated cost and determine fees.
8. Building Permit Fees.

Please Tick

Received

Documents to come

Not applicable

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