

Water tanks

What information do I need to submit with my application?

- Completed Application Form
- Application Fee
- For Owner/Builders: one (1) copy of certificate of consent from the Victorian Building Authority (if the value of works is greater than \$16,000)
Or;
- For Registered Builders: one (1) copy of signed domestic building contract, and
- Domestic building insurance policy (if the value of works is greater than \$16,000)

- Allotment Plan, one (1) copy at 1:500 to show:
 - Boundaries and dimensions of the site
 - Easements on the site or any adjoining properties (footing - angle of repose details if applicable)
 - Location of the site to the nearest street or corner
 - Position of the proposed building and its relationship to the site boundaries and any other buildings on the site, near side and front setback positions of any building that exists on all adjoining properties
 - Location of stormwater drainage on site

- Specifications for the building, one (1) copy, or fully detailed notation on plans (e.g. timber grades, steel sizes)

- Engineering, may be required, please provide one (1) copy each of the following:
 - Computations and drawings for all retaining walls over 600 mm in height including connection details and accompanying reports
 - A Structural Engineer Certification Certificate
 - Soil report

- Documentation, please provide one (1) copy each of the following:
 - If a building is over an easement, consent for Building over an easement from Knox City Council and South East Water or other relevant authority
 - Planning Permit and endorsed plan. If applicable, Building & Planning applications can be lodged concurrently

Contact

If you have any questions regarding making a submission for a building application, please contact Building Services on 9298 8125.