



Building Regulation 24

Building Act 1993

Building Regulations 2018

What information do I need to submit with my application?

- ☐ This form completed and signed
- ☐ Application fee
- ☐ Copy of Certificate of Title, including title plan and any encumbrances, and a search receipt no older than 3 months
- ☐ Site Plan, including boundaries and dimensions of the site
- ☐ Floor and elevation plans Building Plans, one (1) copy of fully dimensioned drawings

TO THE MUNICIPAL BUILDING SURVEYOR

FROM

(Applicant) Owner / Agent of owner name:

ACN/ARBN:

Postal address of applicant:

Postcode:

Contact person:

Mobile:

Email:

Business no:

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

Contact Person Name:

Phone:

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

OWNERSHIP DETAILS (only if applicant is agent of owner)

Name of Owner/s:

ACN/ARBN:

Postal address:

Postcode:

Contact person:

Mobile:

Email:

Business no:

PROPERTY DETAILS			
Address:			
Lot/s:	LP/PS:	Volume:	Folio:
Crown allotment:	Section:	Parish:	County:
Municipal district:	Knox City Council	Allotment area (for new dwellings only)	m2
☐ Land owned by the Crown or a public authority			
BUILDER (if known)			
Builder/Business Name:		Business no:	
ACN/ARBN:		Registration no:	
Contact person:		Mobile:	
Postal Address:		Postcode:	
Email:			
<i>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).</i>			
NATURAL PERSON OF FOR SERVICE OF DIRECTIONS, NOTICES & ORDERS (If builder is a body corporate)			
Name:		Phone No.	
Postal Address:		Postcode:	
BUILDING PRACTITIONER ¹ OR ARCHITECT ² ENGAGED TO PREPARE DOCUMENTS FOR THIS PERMIT			
<i>List any building practitioner or architect engaged to prepare documents forming part of the application for this permit.</i>			
Name:	Category/class:	Registration no:	
Name:	Category/class:	Registration no:	
Name:	Category/class:	Registration no:	

NATURE OF BUILDING WORK

☐ Construction of a new building	☐ Alterations to an existing building
☐ Demolition of a building	☐ Removal of a building
☐ Extension to an existing building	☐ Change of use of an existing building
☐ Re-erection of a building	☐ Construction of swimming pool or spa barrier
☐ Construction of swimming pool or spa	☐ Other [give description]

Note: Under the Building Act 1993 swimming pool is defined to include a spa

Proposed use of building⁴:

SOCIAL HOUSING

Does any of the building work include the construction of social housing as referred to in regulation 281B of the Building Regulations 2018? Yes / No

Indicate Yes if the building work, which is the subject of this application, includes the construction or repair of a dwelling within the same municipal district as the destroyed or damaged residential dwelling.

EMERGENCY RECOVERY

Does any of the building work include the construction of a dwelling that was destroyed or damaged in an emergency referred to in regulation 166J(b) of the Building Regulations 2018? Yes / No

OWNER BUILDER⁵

I intend to carry out the work as an owner-builder: Yes / No

Owner Builder Certificate of Consent No. (If Applicable):

COST OF BUILDING WORK

Is there a contract for the building work? Yes / No

IF YES, state the contract price: \$

IF NO, state the estimated cost of the building work (including the cost of labour and materials) and **attach details** of the method of estimation: \$

Does the building work relate to more than one class of building, including a class of building referred to in section 205G(2A) of the Building Act 1993 and a class 1, 9 or 10 building? Yes / No

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: \$

SIGNATURE

SIGNATURE OF APPLICANT

DATE

NOTES

Note 1 Building practitioner means-

(a) building surveyor; or	(b) a building inspector; or	(c) a quantity surveyor; or
(d) a builder; including a domestic building or	(e) a person who erects or supervises the erection of prescribed temporary structures or	(f) engineer engaged in the building industry; or
(g) a draftsman who carries on a business of preparing plans for building work or preparing documentation relating to permits and permit applications; or	(h) a person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to be building practitioners.	
but does not include-		
(i) an architect	(j) a person (other than a domestic builder) who does not carry on the business of building; or	

Note 2 Include building practitioners with continuing involvement in the building work.

Note 3 Include only building practitioners with no further involvement in the building work.

Note 4 The use of the building may also be subject to additional requirements under other legislation such as the **Liquor Control Reform Act 1998** and the **Dangerous Goods Act 1985**.

Note 5 If an owner-builder there are restrictions on the sale of the building under section 137B of the **Building Act 1993**. Section 137B prohibits an owner-builder from selling a building on which domestic building work has been carried out within 6 ½ years from the completion of the relevant building work unless they have satisfied certain requirements including obtaining compulsory insurance. The Building Commission maintains a current list of domestic insurance providers.

Note 6 Building permit levy - Notice is given that in accordance with section 201 of the Act and are required to be paid prior to the issue of the building permit. BCC State Government Levy is calculated by cost of construction x .00128 for cost of works over \$10,000.

OFFICE USE ONLY:

Building fee:	\$
GST(10%on Bldg. fee):	\$
VBA State Govt' levy:	\$
Asset Protection insp fee:	\$
Lodgement fee:	\$
Sect 29A Demo Consent:	\$
Property Information fee:	\$
Total:	\$

Name:

Signature: _____

Building Permit No:

Date: