

Is a Building Permit required?

Information Request Form



Applicant:

Name:

Postal Address: Postcode:

Telephone: Mobile:

Email Address:

I the applicant, seek information on whether a Building Permit is or is not required for the following project:-

Property address where works are to occur:

Lot Number: Plan of Subdivision No.:

Street Number: Street Name:

Suburb:

What is the Nature of Building Work?

	Floor Area in m ²		Floor Area in m ²
Construction of a new building	<input type="checkbox"/>	Alterations to an existing building	<input type="checkbox"/>
Demolition of a building	<input type="checkbox"/>	Removal of a building	<input type="checkbox"/>
Extension to an existing building	<input type="checkbox"/>	Change of use of an existing building	<input type="checkbox"/>
Re-erection of a building	<input type="checkbox"/>		

Other:

What is/are the proposed Uses?

Non habitable Use Types

Retaining wall / Fence / Swimming Pool	<input type="checkbox"/>
Porch / Alfresco / Sunroom / Deck	<input type="checkbox"/>
Verandah / Pergola / Carport	<input type="checkbox"/>
Shed / Garage / Storage	<input type="checkbox"/>
Bushfire shelter / Out Building	<input type="checkbox"/>

Domestic/Residential Use Types

Dwelling	<input type="checkbox"/>
Townhouse / Villa Unit/s	<input type="checkbox"/>
Dependent Persons Unit	<input type="checkbox"/>
Flats / Apartments	<input type="checkbox"/>
Hotel / Motel	<input type="checkbox"/>

Commercial Use Types

Office	<input type="checkbox"/>
Shop / Café / Restaurant / Bar	<input type="checkbox"/>
Warehouse / Storage / Carpark	<input type="checkbox"/>
Factory / Laboratory	<input type="checkbox"/>
Cinema / Church / School / Hall	<input type="checkbox"/>

Other:

I have attached a copy of detailed plans. NOTE: Failure to attach detailed plans may delay or invalidate your application.

By signing below the applicant agrees to all terms and conditions and payment of any/all applicable fees.

Signature of Applicant: Date:

Current schedule of Fees

- \$140.00 + GST for residential enquiries
- \$170.00 + GST for commercial/industrial/other enquiries

An invoice will be issued to the applicant upon submission of this application together with a copy of the detailed plans. Payment of applicable fees must be received before your application can be processed. Failure to submit payment will invalidate the application. Refunds will not be granted.

The personal information collected on this form will be used for the purpose of registering you as an applicant requesting information on whether a Building Permit is required for your project. Your information will be used for administrative purposes and will not be disclosed to any other party except as required by law. If you fail to provide this information, your request may not be processed. You may access your personal information by contacting Simple Permits on 03 9743 6080.

Disclaimer:

This application only applies to the site and proposed design nominated above and must not in any way be applied to any other properties or to any other buildings or to any other building works not specified. Failure to do so will invalidate the results of the application. All response to this application are to be based on the information and drawings provided. Any changes, alterations and/or modifications to the proposed design (as provided and stated) will invalidate the results of the application. A separate application request together with additional fees, must be submitted for any/all additional changes, variations or modifications. Note from time to time the Building Regulations and/or codes are subject to change, modification or amendments, as a result the accuracy of any replies in relation to this application cannot be guaranteed and may be subject to change when this occurs. The conclusions / decisions and/or responses in relation to this application are to be taken as general advice only and is provided solely on the basis that readers will be responsible for making their own assessment of information and results provided. No other organisations or individuals are permitted to reproduce this report or any part thereof without the prior written consent of the Principals of Simple Permits Building Consultants Pty Ltd. The copyright and intellectual property rights of Simple Permits Building Consultants Pty Ltd, which extend to the data, ideas, methodologies or conclusions presented in this application must not be used without the authorisation in writing from Simple Permits Building Consultants Pty Ltd. In no event shall Simple Permits Building Consultants be liable for any special, indirect or consequential damages whatsoever resulting from the use of this application or any relevant response conclusions or results.