

The following documents will be required prior to issuing a Building permit:

- Completed Building Permit Application
- Confirmation of Appointment
- Soil Report
- Current Copy of Title/ Title plan
<https://www.landata.vic.gov.au>
 - Plus any covenants and 173 agreement
- Architectural plans
 - Each floor level
 - Section through (fully detailed)
 - Smoke alarms
 - Size and stress grade of structural materials
 - Elevations
 - Specifications
 - Summary of BAL requirements (*if applicable*)
 - Summary of Home Energy Rating requirements
- A recent Re-establishment Survey Plan prepared by a licensed land surveyor (*if applicable*)
- Site Plan
 - Boundaries and dimensions
 - Position of proposed buildings
 - All other buildings on site
 - Overlooking/overshadowing (if required)
 - Drainage details
 - Setbacks from all boundaries
 - Neighbour's dwellings (including setbacks and habitable room windows)
- Build over easement consent from both
 - Water Authority
 - Council
- Engineering
 - Structural Plans
 - Compliance Certificate (Reg. 126)
 - Structural Computations
- House Energy Rating (HER)
 - House Energy rating Report
 - House Energy Rating Endorsed Plan
- Report and Consent for proposed demolition (Section 29A) (*if applicable*)
- Bushfire Attack Level (BAL) assessment or Bushfire Management Overlay (BMO) report (*if applicable*)
- Form 7 & 8 - Protection Works Notices, completed and signed (*to be determined by RBS*)
- Report & Consent (*if applicable for non-compliant siting requirements*)
- Septic tank permit issued by council (*if applicable*)
- Planning Permit (*If required*)
 - Planning permit with all conditions
 - Endorsed plans
 - Endorsed drainage plan
 - Endorsed landscape plan
- Builder
 - Domestic Builder Insurance Certificate (over \$16000.00)
 - Excerpt of building contract (showing name of builder, to be exactly the same as shown on the insurance certificate)
- Owner Builder
 - Owner Builder Consent Certificate from the VBA (over \$16000.00)
<https://www.vba.vic.gov.au>
Provide cost of works for all works, including labour, materials and GST
 - Owner Builder Consent Form
- \$550.00 (GST included) non-refundable deposit

Further information may be required upon assessment of documents