

Application for Report & Consent - Siting

Building Services | Regulations 75, 76, 77, 78, 80, 81, 82, 83, 84, 85, 86, 87, 90, 91, 94, 95, 96, 97
Building Dispensation for siting of Single Dwellings & Outbuildings

Applicant Details

Name of Agent/ Owner _____

Address of Agent Owner _____

_____ P/C _____

Contact Details of Agent/Owner Ph _____ Email _____

Property Details

Address of Building Works _____

_____ P/C _____

Details of Building Regulations to be varied *(attach additional pages, if required)*

Regulation Number _____ Required dimension: _____ Proposed variation: _____

Regulation Number _____ Required dimension: _____ Proposed variation: _____

Description of variation sought: _____

I seek Council to obtaining any relevant Adjoining Owner Comments on my behalf and to pay the relevant fees and charges (tick if applicable)

Building Permits

Has a building permit been issued for the building work? Yes No

Has the building work commenced? Yes No

Signature

I, (the Applicant), **Hereby** seek the consent and report of Council, in accordance with Schedule 2 of the *Building Act 1993*, for variation of the Building Regulation/s indicated above, and have included all relevant documentation. **I understand that Council may provide a copy of this application, including plans and other documentation in order to obtain relevant adjoining owner comments during the course of this application.**

Signature of Applicant _____ Date _____

Fees: Application Fee

\$299.80 (Per Regulation)

Application Fee (where building permit has been issued or work has commenced)

\$450.00 (first Regulation)

\$299.80 (each subsequent Regulation)

Referral fee for Council to seek adjoining Owner's comments

\$160.00 for adjoining property

Referral fee for each subsequent property

\$65.00

NOTES:

Applicant to provide two complete sets of plans including full dimensions and written reasons for requesting variation to Building Regulations (See Over). Applicant's reasons must address ministerial guidelines. (Copy of Ministerial Guidelines available on request)

Part 5 of the Building Regulations 2018 specify the minimum standards and design requirements that apply to single dwellings and associated structures. Please note: Council only considers the Report and Consent regulation/s applied for and does not undertake an assessment of any other aspect of the design.

General Information Required for all Applications:

- | | |
|--|--|
| <input type="checkbox"/> Reasons for Application | <input type="checkbox"/> Elevations |
| <input type="checkbox"/> Address the Ministers Guidelines | <input type="checkbox"/> Setbacks of existing buildings on the subject site |
| <input type="checkbox"/> Dimensions of site boundaries and site and other area of the subject site | <input type="checkbox"/> Setback of proposed building from boundaries buildings |
| <input type="checkbox"/> Floor plan layout of the existing buildings and windows within the walls that may be affected on the subject site | <input type="checkbox"/> Dimensions of site boundaries and site area of the adjoining property/ies |
| <input type="checkbox"/> Comments from the relevant adjoining Owners' using Council's <i>Adjoining Owner Comment Form</i> . Where comments cannot be provided, Council will contact the adjoining owners and seek their comments at the applicants expense. (\$155.00 for adjoining property & \$60.00 for each subsequent property) | |

Further Information to be Provided Specific to the Regulation:

Regulation 75: Building Height

- Roof heights above natural ground level ie. Intersection of wall and roof line, height from NGL to ridge.
- Elevations showing wall heights and contours of land

Regulation 80: Walls On Boundaries

- Height of proposed building walls that face boundaries
- Overshadowing diagram
- Elevations showing wall heights and contours of land

Regulation 84: Overlooking

- Floor level (above natural ground level) of rooms containing habitable room windows
- Overlooking diagram in plan and elevation
- Floor level (above natural ground level) of adjacent allotments rooms containing habitable room windows
- Dimensioned site plan of the adjoining property indicating location, height and type of fences that form any part of the Secluded Private Open Space
- Elevations showing contours of land and direct line of sight.

Regulation 87: Sheds/ Garages On Vacant Land

- Length, width and wall heights of the proposed structure
- Proposed wall and roof claddings/finishes – note all metal claddings should be Colorbond
- Letter signed by owner stating the intended use of the structure – note must not be used for habitable or commercial purposes

Affect of Planning Schemes

Part 5 of The Building Regulations do not apply if a planning permit is required for the construction of the building; and the planning scheme regulates the same matter as that regulation in relation to the siting and design of the building. Please check with Council's Statutory Planning Department to ensure that a planning permit is not required for your proposal.

Duration of Consent

The consent of the Reporting Authority is valid for 12 months from the date of the granted consent & report.

Lapse of application

An application for Report and Consent will lapse after a period of 3 months from the date a request for further information if the applicant does not supply the required information within this time. In the event that an application has lapsed a new application will be need to be submitted with payment of the applicable fee.

PAYMENT OPTIONS

Application with Cheque or Money Order can be posted to *PO Box 156 Ringwood 3134*

Applications can be made and paid in person at a Customer Service Centre as below;

City Offices- Braeside Avenue, Ringwood **Hours:** 8.30am-5pm Monday to Friday

Realm – 179 Maroondah Highway Ringwood **Hours:** 8.30-8pm Monday-Friday, 10am-5pm Saturday, Sunday (except Public Holidays)

Civic Centre- Civic Square Croydon **Hours:** 8.30am-5pm (except Public Holidays)

Maroondah City Council is committed to protecting your privacy as prescribed by the Privacy & Data Protection Act 2014 and the Health Records Act 2001. The information you provide on this form is being collected by Maroondah City Council for the strict purpose of conducting Council business. Your information will not be disclosed to any external party without your consent, unless Council is required or authorised to do so by law. Failure to provide the information requested may make you ineligible to receive the service or be part of an event/function that is the subject of this form. Any access to the information, amendments that may be required or any privacy enquiries may be directed to Council's Privacy Officer & Health Records Officer on 9298 4211.

OFFICE USE ONLY Payment Details (internal Use Only)

AP: Prepayment: _____ Receipt Number: _____ Date Paid: ____ / ____ / ____

Cashier Use: Fee \$299.80 per regulation/ \$450.00 if building permit issued or works commenced. Fees for adjoining owner comments, where required, will be invoiced separately.

AP PP/DISP ADD Narrative - Permit Type (Circle): REG 75/ 80/ 84/ 87 Payment Type: Cash/ Chq/ EFTPOS

Receipt Number: _____ Amount: \$ _____