

BUILDING WORK

Use this form for:

- Notice of Work
- Application for a Certificate of Likely Compliance
- Application for a Building Permit

**Section 97
Section 130
Section 139**

To: Permit Authority / Building Surveyor
 Address
 Suburb/postcode

Form 2

Application for: Permit CLC Notice of Work (X ones applicable)
 Certificate of Completion (X to grant approval for certificate to be issued following the final inspection)

NOTE: Standard of Work Certificate and applicable fees must be submitted prior to Certificate of Completion being issued, in accordance with section 153 or section 104 of the *Building Act 2016*

Building Surveyor details:

Building Surveyor: Category:
 Address: Phone No:
 Fax No:
 Licence No: Email:

Applicant / Owner details:

Note: Only an owner or agent of the owner may make an application

Owner: Contact person:
 Address: Phone No:
 Fax No:
 Email address:

Owner builder: Yes: (X if applicable) Owner Builder Permit:

Names: Contact person:
Contact address: Phone No:
 Fax No:
 Email address:

Agent: Contact person:
 Address: Phone No:
 Fax No:
 Email address:

Note: Agents to be authorised in writing by the owner

Details of building work:

Type of work: Permit work Notifiable work Planning approval granted (X one applicable)
(if applicable)

Address: Certificate of title No:

Description of work: (new building / alteration / addition / repair / re-erection / other)

Use of building: (main use) Building class(es):



Kingborough

Other details:

Area: m² existing building floor: new floor: land:
Material: floor: walls: roof: frame:
Value of work: \$ contract price: estimate: No. of dwelling units:
[inclusive of GST] (X one applicable)

Building Services Provider details:

Architect - Designer: Category:
Business name:
Business address: Phone No:
 Fax No:
Licence No: Email:
Building - Designer: Category:
Business name:
Business address: Phone No:
 Fax No:
Licence No: Email:
Engineer - Designer: Category:
Business name:
Business address: Phone No:
 Fax No:
Licence No: Email:
Services - Designer: Category:
Business name:
Business address: Phone No:
 Fax No:
Licence No: Email:
Builder: Category:
Business name:
Business address: Phone No:
 Fax No:
Licence No: Email:

Documents and certificates provided:

The following specified documents and certificates are provided with this application -

<i>Document or certificate description:</i>	<i>Prepared by: (Licence No. if applicable)</i>
Certificate of Likely Compliance: Documents specified in the Director's Specified List	

The building work will be carried out in accordance with the **Building Act 2016, the Building Regulations 2016** and the National Construction Code.

Owner / Agent: Name: *[print]* Signed Date
(Delete one not applicable)

The Kingborough Council Permit Authority aims to process your application for a building permit as quick as possible to enable you to commence your building project.

Under the *Building Act 2016* the Permit Authority needs to take into account a number of important matters prior to the issue of a building permit, such as the following:

- a. suitability of the premise where proposed permit building work is to be performed;
- b. whether the premise is situated in a hazardous area or on instable land;
- c. whether, the appropriate protection work has been performed in respect of the work;
- d. the means of access to the premise, during and after the work;
- e. the provision of water and sanitation to those premises;
- f. any relevant requirements of this Act or of a permit, consent or authority in force under any other Act in respect of those premise;
- g. any other matter that the Director of Building Control determines to be relevant to an application
- h. any other matter that the Permit Authority considers relevant.

Examples of relevant permits, consents and other relevant matters are as follows:

- Planning Permit relating to the building work has been issued. The applicant for the building permit has demonstrated to the Permit Authority compliance of the building application with the planning approval;
- Plumbing Permit is in place for plumbing work relating to the project; and
- Consent from another Authority, if relevant, is in place and a copy of the consent has been provided to the Permit Authority;
- All further information requests related to this application have been satisfied;
- All fees associated with the application have been paid.

As the applicant for the building permit you are responsible for providing evidence of these matters to the Permit Authority to support your application.

A Council Permit Authority has 7 days from lodgment of your building application to consider your application for a building permit and make a decision (either approval or refusal). Some of the above matters will take longer than 7 days for you to provide the Permit Authority. The Building Act 2016 enables an Applicant and a Permit Authority to come to an agreement in relation the timeframe upon which a Permit Authority will make a decision on an application for a building permit.

By signing this agreement you are agreeing to the Permit Authority making a decision on your application for a building permit within 7 business days after it has received all relevant documentation relating to the abovementioned matters (listed a to h).

Insert Address of property relevant to this agreement and the application below:

Description of building work that is the subject of the permit:

(Applicants Name)

(Applicants Signature)

(Date)