

# Building Approval Stages & Landowner Checklist

| Stages   | Status  |
|--|---|
| <p><b>1. Have Building Design Prepared</b></p> <p>Refer to <b>information Sheet 1</b> for additional information</p> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Concept Development</li> <li><input type="checkbox"/> Designer Preparing Plans</li> <li><input type="checkbox"/> Preliminary Plans Prepared</li> <li><input type="checkbox"/> Designer Prepared Final Plans</li> <li><input type="checkbox"/> Planning Requirement Check Complete</li> <li><input type="checkbox"/> Planning Permit Required - Go to Stage 2</li> <li><input type="checkbox"/> No Planning Permit Required go to Stage 3</li> </ul>   |
| <p><b>2. Planning Approval</b></p> <p>Refer to <b>information Sheet 2</b> for additional information</p>             | <ul style="list-style-type: none"> <li><input type="checkbox"/> Not Required - Go Direct to Stage 3</li> <li><input type="checkbox"/> Planning Application Lodged with Council</li> <li><input type="checkbox"/> Planning Decision Issued</li> <li><input type="checkbox"/> Plans Finalised by Designer</li> <li><input type="checkbox"/> Provide Planning Decision to Building Surveyor</li> </ul>   |
| <p><b>3. Plumbing Approval</b></p> <p>Refer to <b>information Sheet 3</b> for additional information</p>             | <ul style="list-style-type: none"> <li><input type="checkbox"/> Not Required - Go to Stage 4</li> <li><input type="checkbox"/> Plumbing Application Lodged with Council</li> <li><input type="checkbox"/> Plumbing Approval Issued</li> <li><input type="checkbox"/> Plumbers lodged Start Works with Council</li> <li><input type="checkbox"/> Start Works Authorised</li> <li><input type="checkbox"/> Plumber Completes Work / Work Inspected by Council</li> <li><input type="checkbox"/> Each Plumber gives Standard of Work to Council</li> <li><input type="checkbox"/> Council issues completion for plumbing work</li> </ul>   |
| <p><b>4. Secure Building Approval</b></p> <p>Refer to <b>information Sheet 4</b> for additional information</p>      | <ul style="list-style-type: none"> <li><input type="checkbox"/> Waiting on Planning    <input type="checkbox"/> Waiting on Plumbing</li> <li><input type="checkbox"/> Form 2 with Plans Lodged with Building Surveyor</li> <li><input type="checkbox"/> For Building Permit Work - Application Lodged with Council</li> <li><input type="checkbox"/> Building Approval Issued</li> <li><input type="checkbox"/> Builder Lodged Start Works to Building Surveyor</li> <li><input type="checkbox"/> Building Surveyor Authorises Start of Works</li> <li><input type="checkbox"/> Builder completes work - Building Surveyor Inspects</li> <li><input type="checkbox"/> Builder Lodges Standard of Works to Building Surveyor</li> <li><input type="checkbox"/> Completion Issued by Building Surveyor / Council</li> </ul> |