



DOMESTIC DOCUMENTATION FOR ASSESSMENT (WHERE APPLICABLE)

REQ

1. Building Permit & Statutory fees (invoice attached).	
2. Town Planning Permit and Endorsed Plans (100% consistency required with Architectural plans)	
3. Provide a written or verbal response from council clarifying if a planning permit is required – verbal needs to be documented	
4. DCP Levy confirmation (Development Contributions levy) paid to council.	
5. Developer's approval letter and Endorsed plans (100% consistency required with Architectural plans)	
6. Small lot housing code considerations (lots under 300m2) – demonstrate compliance	
7. Sect 29A Application is required for the demolition or alteration to the front façade. JBG can apply on your behalf	
8. Builders Warranty Insurance or Owner Builders Certificate of Consent.	
9. Building Permit Application form via online (Permit Application on web homepage)	
10. Construction/Amended Architectural plans	
11. Soil report	
12. Structural plans, comps, 126 certification (wall bracing layout required)	
13. Civil plans (Council Endorsed Drainage plans & letter), civil comps & 126 certification	
14. Re-establishment Survey	
15. 6 Star Energy Report and Endorsed plans (with artificial lighting schedule) or Deemed to Satisfy Energy Report & Endorsed plans. Note: The requirements and report number to be on plan	
16. A current title and plan of subdivision. Note: Covenants, Sect 173 agreements, MCP & Easements to be provided/considered	
17. Provide a letter from the body cooperate consenting to the works	
18. Report & Consent (Endorsed Plans inclusive) from Council and Water authority (SEW/YVW) to build over easement.	
19. Service pipe depth, size and offset information for easements within or adjoining your site (stormwater and sewer),. (Required if the building is within 4m of any service pipes within the subject or adjoining properties) (Contact the relevant authority to obtain details (Yarra Valley, City West Water & South East Water, electrical, Gas authority & Relevant Council)	
20. Provide documentation from relevant authorities on size, depth, offset of pipes (sewer and storm water) within easement	
21. Combined allotments–provide a statement/certificate/letter with supportive information to enable us to consider both allotments as one allotment for the purposes of the Regulations (additional cost \$500+GST)	
22. Protection works forms may need to be served on adjoining owners to North, South, East, Western boundaries	
23. Provide dual certification (Reg. 126) for protection works comprising of the excavation and construction of the garage/basement retaining wall within close proximity to the North, South, East or Western boundaries	
24. Light (10% of floor area) & Ventilation (5% of room floor area) schedule demonstrating compliance with 3.8.4 & 3.8.5.	
25. Report & Consent from council for the erection of any precautions/hoarding over the front street alignment (council asset)	
26. Demolition Work - With respect to the demolition of the existing dwelling/structure, please note that a professional demolisher will need to be engaged to carry out the works therefore a separate Building Permit with additional requirements is required.	
27. The proposed alterations represent more than half the original volume of the building and therefore pursuant to Building Regulation 608 , the entire building must be brought into conformity with Building Regulations 2018	
28. Legal point of discharge of storm-water from council. Alternatively, JBG can apply on your behalf	
29. Property information request (termite, alpine, flood prone, overland drainage, bushfire). Alt, JBG can apply on your behalf	
30. Septic Tank Permit and Endorsed plans from council.	
31. Report & Consent from council as the allotment is on land liable to flooding.	
32. BAL Bushfire assessment report to AS 3959 – 2009 (BAL 12.5, 29, 40, FZ). Note: The design, requirements and report number to reflected on plan.	
33. Report & Consent from council for overland drainage.	
34. Roof & Posi/Floor Truss Comps (condition on Building Permit)	