

TO AVOID DELAYS: PLEASE SUBMIT **ALL** RELEVANT DOCUMENTS LISTED BELOW
NOTE: A building application is NOT deemed to be submitted without the prescribed fee.

RESTUMP OF EXISTING DWELLING

	DOCUMENT	No. OF COPIES
1.	Completed Building Permit Application form including estimated cost of works and details of any building practitioner you intend to engage (if applicable) or signed Owner Builder acknowledgement form.	1
2.	Copy of property title (title search must be completed within the last 90 days) including a plan of Subdivision and, if applicable, any covenants and/or Section 173 agreement.	1
3.	If Owner Builder and estimated cost of works is \$16,000 or more, submit Owner Builder Certificate of Consent from the Victorian Building Authority. For more information, or to obtain an application kit, please call 1300 360 320.	1
4.	If a builder has been engaged and the estimated cost of works is \$16,000 or more, submit a copy of the builder's warranty insurance certificate. The insurance must be site specific and include the registration details of the engaged registered builder.	1
5.	Building plans and project specifications must be to scale and must include levels of the allotment, elevations, sections, dimensions, the sizes and locations of structural members.	3
6.	Indicate on the drawings the method of termite protection for the building.	3
7.	Site plan of property must be to scale and must indicate and show levels of the allotment; the location of the existing dwelling and any other surrounding structures on the allotment and adjoining allotments.	3
8.	Stormwater drainage design and details and location of the downpipes, water tanks/solar hot water unit and legal point of discharge. This can be shown on the site plans, elevation or section plans.	3

Contact us:

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