



# APPLICATION FOR REPORT & CONSENT

## BUILDING REGULATIONS 2018

*(Projections, Protection of Public, Flooding, Special Areas etc.)*

Council is collecting the Information on this form so that it may consider your application. The information is only used by Council for this purpose and will not be disclosed unless required under law.

**TO:**

Municipal Building Surveyor  
 Warrnambool City Council  
 25-53 Liebig Street, Warrnambool VIC 3280

Telephone: (03) 5559 4800  
 Fax: (03) 5559 4900  
 Email: [building@warrnambool.vic.gov.au](mailto:building@warrnambool.vic.gov.au)

*I hereby apply to the Warrnambool City Council for Report & Consent in accordance with Schedule 2 of the Building Act 1993 for the following prescribed matters set out in the Building Regulations 2018.*

**FROM:**

Name:		
Company:		
Tel. no:	Fax. no:	Mobile no:
Email:		
Postal Address:		State: Post Code:
<input type="checkbox"/> Owner	<input type="checkbox"/> Agent of Owner	<input type="checkbox"/> Relevant Building Surveyor

**PROPERTY DETAILS / LOCATION OF WORK:**

Number:	Street:	Suburb:
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**DESCRIPTION OF WORK:**

TICK	REG	MATTERS FOR WHICH CONSENT IS BEING SOUGHT	FEE
<b>Part 4 Division 8 – Combined Allotments</b>			<b>\$ 290.40</b>
	60(1)	Request to MBS for allotments to be treated as one allotment	
<b>Part 16 Division 2 – Subdivision of existing buildings</b>			<b>\$290.40</b>
	231(2)	Request to MBS for Exemption from Reg 231 for conformity of existing buildings	
<b>Part 6 - Projections beyond the street alignment under Reg 109(2)</b>			<b>\$290.40</b>
	99-101	Architectural Features	
	102	Windows and Balconies	
	103	Verandahs	
	104	Sunblinds & Awnings	
	105	Service pipes, rainwater heads and service installations	
	106	Window shutters	
	107	Signs	
	108	Service cabinet doors	
<b>Part 8 Division 2 – Building Work</b>			<b>\$290.40</b>
	134(2)	Buildings above or below certain public facilities	

<b>Part 10 – Designated Floor Areas</b>		<b>\$290.40</b>
	153(2)	Building works in an area liable to flooding
<b>Part 7 Division 2 – Protection of the public</b>		<b>\$294.70</b>
	116(4)	Erection of precautions over the street alignment

### INFORMATION TO ACCOMPANY YOUR APPLICATION

Note you must provide all the required information to avoid your application being returned to you.

- Covering letter** with supporting information
- Current copy of **Title** (“Register Search Statement”) and **Plan of subdivision / Title Plan**.  
Downloadable for any property by anyone at [www.landata.vic.gov.au](http://www.landata.vic.gov.au)
- Details of Planning Permit Application No.(if applicable): \_\_\_\_\_
- Full set of proposed **plans** (Site Plan, Elevations, Levels, Locality etc.)
- Information provided to you by an authority in relation to your proposal (Glenelg Hopkins Catchment Management Authority for flood prone areas etc.)
- Payment of the relevant **application fee** as noted in the table above.

### DECLARATION

I confirm that the information contained within this application including attachments is true and correct.  
I confirm that a Building Permit has not been issued for any work that relates to this application.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

### LODGEMENT & PAYMENT OPTIONS

Payment is required prior to the issuing of any response to your application. Lodgments and payment may be made using the following methods:

- In person** All payment options are available in person from 8.30am to 5.00pm Monday to Friday at our Civic Office at 25-53 Liebig St, Warrnambool
- Mail** Only Cheque is accepted for applications received by email. Otherwise please include your email address above and we will email you the invoice for payment.
- E-mail** You can email the application forms completed with the required documents to [building@warrnambool.vic.gov.au](mailto:building@warrnambool.vic.gov.au), once received we will confirm by emailing you back with an invoice for payment of the application fee.

### TIMEFRAMES FOR RESPONSE

A response to your application will be provided within 15 business days from when all the required documentation has been received by our office.

Please include your email address for us to send an electronic copy of the response letter to avoid postal delays, as the original will be mailed to you.