

## **REQUIRED DOCUMENTATION:**

- Completed application form (Form 1) signed & dated.
- Copy of Certificate of Title.
- Copy of Rate Notice; proof of ownership.
- Owner Builder declaration for domestic building work.
- (Owner Builders) a Certificate of consent from the Building Practitioners Board to act as an owner builder if the value of work exceeds \$16,000.
- (Registered Builders only) A Certificate of Insurance under the Domestic Building Contracts Act for domestic building work exceeding \$16,000 in value, constructed by Registered Building Practitioners.
- (Engineered buildings only) A current site specific Certificate of WEST WIMMERA SHIRE COUNCIL
- copy of relevant site specific structural design drawings.
- A statement of the use or intended use of all buildings shown on site plan. GENERAL PLANS:

- copy of drawings showing the plan at each floor level, elevations, sections, dimensions, the sizes and locations of structural members to a scale of not less than 1:100, as detailed below;

Floor plan - fully dimensioned and labelled floor plan including, total floor areas.

Sectional plan - indicating roof cladding, pitch, floor, wall, roof construction details. Framework size and type and finished floor levels.

Elevations - of each side of the building; which clearly indicate the building height in relation to existing and proposed ground levels.

Structural - Fully dimensioned and labelled footing construction plan including reinforcement. o Bracing and tie down- Specific connection details, a bracing layout and tie-down details for framework.

Connection Details – Fixing of Framing members to one another.

- copy of site plan to a scale of not less than 1:500 or other appropriate scale showing the following information;

1. the position and dimensions of the proposed building and its relationship to— i. the boundaries of the site; and
2. any existing building on the adjoining site with setback distances from the adjoining buildings o
3. the layout of the proposed storm water drains