

Application for a Building Permit

Building Act 1993 | Building Regulations 2018 | Regulation 24 | FORM 1

To: Relevant Building Surveyor: Brent A Williams – BS-U 1062

Applicant Details Name/s or Company:

Postal Address: _____

Suburb: _____ Postcode: _____

Contact Name: _____ Phone: _____

Email: _____ Mobile: _____

Direct Invoice to: Applicant Owner Other Email: _____

Indicate if the applicant is a lessee or licensee of Crown Land to which this application applies: Yes / No

Lessee responsible for building work

Indicate if a lessee of the building, of which parts are leased by different persons, is responsible for the alterations to a part of the building leased by that lessee

Ownership Details Name/s or Company:

Postal Address: _____

Suburb: _____ Postcode: _____

Contact Name: _____ Phone: _____

Email: _____ Mobile: _____

Nominated Levy Payer Applicant Owner Other _____

Email Address: _____ Phone: _____

Site Address / Property Details

Number _____ Street/Road _____ City/Suburb/Town _____

Lot/s _____ LP/PS _____ Volume _____ Folio _____

Section _____ Crown Allotment _____ Parish _____ County _____

Municipal District

Allotment Area m2

Is the land owned by Crown or public authority? Yes / No (New Dwellings Only)

Nature of building work (Tick if applicable or give other description)

Construction of new building Extension to an existing building Change of use of an existing building

Alterations to an existing building Removal of a building Re-erection of a building

Demolition of a building Other _____

Proposed Use of Building

Owner Builder⁴ (If applicable) I intend to carry out the work as an owner builder: Yes / No

Builder Name _____ **Registration Number** _____
Company Name _____ **Telephone** _____
Address _____ **Postcode** _____
Email Address _____ **Contact Person** _____
Company Registration: Yes No **Registration Number** _____

Building Practitioners¹ and / or Architect

(a) To be engaged in the building work² or

Name _____ Category/Class _____ Registration No. _____

Name _____ Category/Class _____ Registration No. _____

(b) who were engaged to prepare documents submitted with this application³

Name _____ Category/Class _____ Registration No. _____

Name _____ Category/Class _____ Registration No. _____

Name _____ Category/Class _____ Registration No. _____

Cost of Building Work⁵ Is there a contract for the building work? Yes/No Contract Price / Estimated Cost \$ _____

Stage of Building Work (If application is to permit a stage of the building work)

Extent of Stage _____ Cost of Building Work for this stage \$ _____

Have you had any pre-application meetings/discussion with any BW&A National staff member Yes / No

Name of staff: _____

By signing this document, you are agreeing to our terms and conditions. Terms and conditions available upon request.

Signature _____ **Date** _____

Name of Owner or Agent _____

(I acknowledge that I have read and understand note 6 & 7 overleaf)

This form serves to endorse the appointment of the Relevant Building Surveyor under Section 76 of the Building Act 1993 for this project, and that no other Relevant building Surveyor has been appointed for the carrying out of the functions specified in the Act.

NOTE 1: Building Practitioner means:-

- a building surveyor; or
 - a building inspector; or
 - a quantity surveyor; or
 - an engineer engaged in the building industry; or
 - a draftsman who carries on the business of preparing plans for building work or preparing documentation relating to permits and permit applications; or
 - a builder including a domestic builder; or
 - a person who erects or supervises the erection of prescribed temporary structures; or
 - a person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to the building practitioners.
- But does not include –
- an architect; or
 - (ii) a person (other than a domestic builder) who does not carry on the business of building.

NOTE 2: Include building practitioners with continuing involvement in the building work.

NOTE 3: Include only building practitioners with no further involvement in the building work

NOTE 4: The use of the building may also be subject to additional requirements under other legislation such as the **Liquor Control Reform Act 1998** and the ***Dangerous Goods Act 1985***.

NOTE 5: If an owner builder, there are restrictions on the sale of the building under section 137B of the ***Building Act 1993*** section 137B prohibits an owner builder from selling a building on which domestic building work has been carried out within 6.5 years from the completion of

the relevant building work unless they have satisfied certain requirements including obtaining compulsory insurance. The Building Commission maintains a current list of domestic insurance providers.

NOTE 6: As the agent of the owner I have written authorisation to obtain the Building Permit on behalf of the owner of this property. This authorisation includes the payment of any accounts rendered in relation to the application made. I am aware that pursuant to Section 248 of the Building Act 1993 as amended it is an offence to act without authority.

I am aware that all fees and disbursements, including any council fees and Building Permit Levy are to be paid upon lodgement of application and/or prior to issue of the Building Permit.

NOTE 7: In accordance with Section 78 of the Building Act 1993 I hereby appoint Brent Williams to carry out any functions set out in Section 76 for the building work designated on Private Building Surveyor if another Private Building Surveyor has already commenced to carry out the functions under Section 76 of the Building Act 1993.

Please include with your Application for a Building Permit:

- Architectural Plans (including site plan)
- Architectural specifications.
- Copy of current Certificate of Title including details of any restrictions/covenants **(if not included we will obtain and invoice)**
- Plan of Subdivision **(if not included we will obtain and invoice)**
- Copy of Planning Permit and stamped drawings from Council (if applicable)
- Engineering drawings & Computations
- Soil Report
- Energy rating report
- Builder's Warranty Insurance Certificate OR Owner Builder Certificate of Consent (if applicable)
- Copy of any previous advice provided by BW&A National (if applicable)