

Building permit application checklist

Relocated dwellings

This document can be submitted with your application as a summary of the documents submitted for approval.

| No. | Documents to be submitted with your application | √ |
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| 1 | Application Form completed and signed | |
| 2 | Payment of Council Building Permit fees and State Government Levies | |
| 3 | House Relocation Deposit \$10,000.00 | |
| 4 | Full and current copy of <u>property title</u> , along with copies of the title plan, restrictions, covenants or agreements, details of easements (eg) stormwater drainage, sewerage, etc. | |
| 5 | Builder's Warranty Insurance Certificate for works exceeding \$16,000 in value OR Owner Builder Certificate of consent for works exceeding \$16,000 in value | |
| 6 | A report (inclusive of external photographs) from a registered Building Practitioner on the age and condition of the dwelling, its suitability for re-erection within the Swan Hill Rural City Council and any alteration or replacements of material necessary, (including asbestos) shall be submitted with the application. | |
| 7 | 2 copies of architectural drawings | |
| 8 | 2 copies of Site Analysis plan | |
| 9 | 1 copy of Energy Rating report and stamped plans (if applicable) | |
| 10 | 1 copy of Bushfire Attack Level Assessment in accordance with AS 3959-2009 (if applicable) | |
| 11 | Details of Solar Hot Water System or Rainwater Tanks connected to sanitary flushing system | |
| 12 | 2 copies of the geotechnical investigation (soil report) and site classification | |
| 13 | 2 copies of the structural engineer's drawings, computations and Certificate of Compliance – Design | |
| 14 | 2 copies of a structural timber specification if not detailed on plans | |
| 15 | Reporting Authority Consents (e.g.) Lower Murray Water, Places Victoria (Tower Hill only), copy of Planning Permit where required. | |
| 16 | Septic Tank Approval obtained from Council's Health Department | |
| 17 | Prior Damage Report (footpath plan) | |
| 18 | 1 copy of Domestic Building Works Contract for works exceeding \$16,000 | |

Notes:

- a) A permit will not be issued for a house where roofing iron, spouting, etc. are rusted, or timber affected by dry rot, termite attack, etc, unless faulty materials can be replaced.
- b) External painting must be completed before House Relocation deposit fee can be refunded.
- c) Applicant is required to obtain permit from the Council's Engineering department and/or the relevant road authority for the transport of all over dimensioned loads on all roads.
- d) The Occupancy Permit will not be issued nor the House Relocation Deposit refunded until all work is completed (except for minor painting)

Note: This summary of documents to be submitted for approval is offered as a guide only and does not limit the power of the Municipal Building Surveyor to request any additional information as deemed necessary to demonstrate that the building will, if constructed in accordance with the documents lodged, comply with the Building Act 1993 and Building Regulations 2018.