

Application for a Building Permit - Form 1

Building Act 1993 & Building Regulations 2018 Regulation 24 – Form 1

TO (BUILDING SURVEYOR)

JLN Building Consultants Pty Ltd	Registration Number BS-U 100346	Address PO Box 10, Niddrie Vic 3042
----------------------------------	---------------------------------	-------------------------------------

PROPERTY DETAILS

Number		Street / Road		City / Suburb	Postcode
Lot/s	LP/PS	Vol.	Folio	Allotment Area (m ²)	New Building Floor Area (m ²)
Municipal District		Section	Parish	County	Crown Allotment

FROM APPLICANT (OWNER /AGENT OF OWNER)

Name		Telephone	
Postal Address		Email	
Contact Person		Mobile	
Address for Serving and Giving Documents			
Indicate if the applicant is a lessee or licensee of Crown land to which this application applies			
Contact Person:		Telephone:	
Lessee is 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		

OWNER

Name	Phone
Postal Address	Email
Contact Person	ACN/ARBN

NATURE OF BUILDING WORKS (TICK IF APPLICABLE OR GIVE OTHER DESCRIPTION)

- | | | | |
|-----------------------------------|--------------------------|---|--------------------------|
| Construction of a new building | <input type="checkbox"/> | Alterations to an existing building | <input type="checkbox"/> |
| Demolition of a building | <input type="checkbox"/> | Removal of a building | <input type="checkbox"/> |
| Extension to an existing building | <input type="checkbox"/> | Change of use of an existing building | <input type="checkbox"/> |
| Re-erection of a building | <input type="checkbox"/> | Construction of swimming pool barrier | <input type="checkbox"/> |
| Construction of swimming pool | <input type="checkbox"/> | Construction of a small second dwelling | <input type="checkbox"/> |

Note Under the Building Act 1993 swimming pool is defined to include a spa.

Other [give description]

BUILDER

Builder		Owner Builder	
Name		Telephone	
Postal Address		Email	
Contact Person		Mobile	
Building practitioner registration no.		ACN/ARBN	

[If the builder is carrying out domestic building work under a major domestic building contract, attach an extract of the major domestic building contract showing the names of the parties to the contract in relation to the proposed building work and a copy of the certificate of insurance (if applicable).]

NATURAL PERSON FOR SERVICE OF DIRECTIONS, NOTICES AND ORDERS (IF BUILDER IS A BODY CORPORATE)

Name		Telephone	
Postal Address		Email	

BUILDING PRACTITIONER OR ARCHITECT ENGAGED TO PREPARE DOCUMENTS FOR THIS PERMIT

[List any building practitioner or architect engaged to prepare documents forming part of the application for this permit.]

Name	Category / Class	Registration Number
Name	Category / Class	Registration Number
Name	Category / Class	Registration Number

SOCIAL HOUSING – https://classic.austlii.edu.au/au/legis/vic/consol_reg/br2018200/s281b.html

Does any of the building work include the construction of social housing as referred to in regulation 281B?	
---	--

Indicate Yes if the building work, which is the subject of this application, includes the construction of social housing or if other building work, which is the subject of a related staged building permit, includes the construction of social housing.

EMERGENCY RECOVERY – https://www5.austlii.edu.au/au/legis/vic/num_reg/br2018n38o2018281/s166.html

Does any of the building work include the construction of a dwelling that was destroyed or damaged in an emergency referred to in regulation 166j(b) of the Building Regulations 2018?	
--	--

STAGED BUILDING WORK (IF APPLICATION IS TO PERMIT A STAGE OF WORKS)

Is the Building Permit being staged?		Extent of this Stage	
Value Of Work for this Stage		Total Cost of all works	

If application for a building permit is made by an owner-builder (COMPLETE ALL PARTS A,B,C,D,E)**OWNER BUILDER – PART A (refer to APPENDIX)**

I intend to carry out work as an Owner Builder		Owner Builder Certificate of Consent Number	OB
Estimated cost of owner-builder work (labour + materials):			\$

OWNER BUILDER – PART B (refer to APPENDIX)

Will you be engaging one or more builders? (If NO, proceed to Part C)	
If YES, specify the information in relation to whichever of the following applies	
If the engagement is under a contract or agreement that is not a cost-plus contract or agreement, specify the contract price or agreed amount to be paid to each builder (including for the cost of labour and materials)	\$
If the engagement is under a cost-plus contract or agreement, specify the builder's estimated amount that each builder will receive or is likely to receive (including for the cost of labour and materials)	\$

OWNER BUILDER – PART C (refer to APPENDIX)

Specify the cost of any chattel relating to Part A and/or Part B	\$
Specify the cost of any prescribed excluded item relating to Part A and/or Part B	\$

OWNER BUILDER – PART D (refer to APPENDIX)

Does the application relate to a stage of the whole of the building work?	
If YES, specify the extent of the stage:	
Specify the owner-builder's estimated cost (including for labour and materials) of the owner builder carrying out the whole of the building work for all stages	\$
Specify the cost of any chattel in relation to building work	\$
Specify the cost of any prescribed excluded item in relation to building work carried out by the owner-builder	\$
Is there a contract or agreement (other than a cost-plus contract or agreement) with a builder to carry out part of the whole of the building work for all stages?	
If YES, specify the contract price or agreed amount to be paid to the builder (including for the cost of labour and materials) under the contract or agreement	\$
If NO, is there a cost-plus contract or agreement with a builder to carry out part of the whole of the building work for all stages?	
If YES, specify the builder's estimate of the total amount that the builder will receive or is likely to receive (including for the cost of labour/materials) under the contract or agreement	\$
Specify the cost of any chattel under the contract or agreement	\$
Specify the cost of any prescribed excluded item under the contract or agreement	\$

OWNER BUILDER – PART E (refer to APPENDIX)

Proposed Use of Building	
Specify the class or classes of building to which the building work relates:	
Does the building work relate to both— (i) one or more buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and (ii) one or more buildings in a class 1, 9 or 10 building?	

If yes, specify the information required under Part A and/or Part B (if applicable) and under Part C and Part D (if applicable) according to whether the building work relates to— (i) buildings in a class 2, 3, 4, 5, 6, 7 or 8 building; and (ii) buildings in a class 1, 9 or 10 building.

COST OF THE BUILDING WORK *IF NOT OWNER BUILDER

Is there a contract/agreement (not cost-plus) with a builder?		If no, is there a cost-plus agreement?	
If yes, state contract price		If yes, estimate total builder payment (incl. labour + materials):	
Cost of any prescribed excluding item:		Cost of any chattels included:	

*All costs specified in the application are to be inclusive of GST.

SIGNATURE

Agent / Owner (Cross out which one is not applicable)	Date
---	------

By signing this Application Form, you agree that the provision of our service will be subject to our terms of appointment which are detailed at www.jlnconsultants.com.au.

Our terms provide that in the event where your overdue account is referred to a collection agency and/or law firm, you will be liable for all costs which would be incurred as if the debt is collected in full, including legal demand costs.

As the terms may change, we suggest that you check our website prior to making further applications.

For all other forms please refer to www.jlnconsultants.com.au

COMPLETE DOCUMENT IN FULL. INCOMPLETE FORMS WILL BE RETURNED

APPENDIX

Definitions

Prescribed excluded – The regulations do not currently prescribe any excluded items.

Chattel – a chattel is a movable item of personal property that is not permanently attached to the building or land. The cost of a chattel can be excluded from the Cost of Works (CoW) only if it meets both following criteria:

- a. A moveable item
- b. Not required for compliance with standards, the National Construction Code (NCC) and the relevant regulations (e.g., a portable fire extinguisher is required to be provided within an office fit-out under the NCC or a movable ramp approved as part of a performance solution for accessibility requirements is deemed not a chattel)

Examples of chattels

Example of proposed works	Chattels	Not chattels
Building a residential dwelling	Curtains, blinds, washing machines, dryers, fridges.	Fixtures for the kitchen and bathrooms, toilet pan, and laundry sinks.
Fit out of commercial tenancy, e.g, restaurant, office	Moveable furniture, kitchen appliances (fridges, microwaves, toasters, coffee machines), computer screens, televisions, and decorative artwork.	Cooking facility, cool room, fixed serving counter, floor finishing, artificial lighting, and mechanical exhaust system. Fixed whiteboards, building services, wall and floor finishes, built-in lockers, and shelves.
Construction of a new hospital	Moveable table and chairs, decorative artwork, hospital beds, medical equipment (MRI, X-ray and ultrasound machines).	Building services, fixed furniture, amenities, fixtures (grabrails, basin), shower wall, hung seat.
New schools	Moveable furniture, wall art, staff room appliances, curtains, blinds.	Building services, sanitary facility fixtures, built-in furniture, built-in lockers, front office counter, and fixed whiteboards.

Contracts – <https://www.vba.vic.gov.au/surveyors/building-permits/calculating-the-cost-of-the-building-work>

Type of contracts	Information to be submitted to the RBS
Contract price	Contract price to be paid to the builder and Cost of chattel
Cost plus contract	Contract price to be paid to the builder and Cost of chattel
Owner-builder	<ul style="list-style-type: none"> • Estimate the cost of the building work (labour and materials) and Cost of chattel Where applicable, in addition to the above, include: <ul style="list-style-type: none"> • Cost of contract if the owner were to engage a subcontractor or trades, e.g. tiler, plumber, electrician • Estimate of cost plus contract • Cost of chattel

Building Classes/Classifications

Class 1	Domestic or residential buildings – single, standalone single houses and horizontally attached houses, such as terrace houses, row houses or townhouses. This class includes two sub-classifications: <ul style="list-style-type: none"> • Class 1a - a single dwelling or one of a group of attached dwellings (e.g., detached house, townhouse) • Class 1b - a boarding house, guest house or hostel with a floor area less than 300 m²
Class 2	Domestic apartment buildings – a building containing two or more sole-occupancy units where people live above, beside or below each other. This class may also include single-storey attached dwellings with a common space below, such as a carpark
Class 3	Residential buildings other than Class 1 or 2 (e.g., larger boarding house, hotel/motel/guest house, hostel, backpacker, workers' quarters)
Class 4	A single domestic dwelling within a building of non-residential nature (that is, a Class 5 to Class 9 building). For example, a caretaker's residence within a hospital
Class 5	Office buildings used for professional/commercial services
Class 6	Retail/service buildings where goods are sold or services supplied to the public such as shops or restaurants
Class 7	Buildings including carparks, warehouses or storage buildings. This class includes two sub-classifications: <ul style="list-style-type: none"> • Class 7a - Car parks • Class 7b - Warehouses, storage buildings or wholesale display buildings
Class 8	Factories – buildings used for production, assembling, altering, packing, cleaning etc. of goods or produce.
Class 9	Public buildings – includes three sub-classifications: <ul style="list-style-type: none"> • Class 9a – healthcare buildings such as hospitals and day surgery clinics • Class 9b – buildings where people assemble for social, political, theatrical, religious or civic purposes, e.g. schools, universities, sports facilities, night clubs • Class 9c – aged care facilities
Class 10	Non-habitable structures – includes three sub-classifications: <ul style="list-style-type: none"> • Class 10a – sheds, carports, private garages • Class 10b – fences, masts, antennas, retaining walls, swimming pools • Class 10c – private bushfire shelter