

## Request for Building, Plumbing and Planning Information

*This form must be submitted to Council when seeking Building, Plumbing or Planning Information for proposed or existing development.*

### Applicant Details

Title	Surname	Given Name			
Company Name					
Postal Address					
Suburb		State		Postcode	
Contact Number	Phone	Mobile			
Email Address					
Reference No		Is this a Conveyancing / Property Purchase Request?		Yes	No

### Site Details *(One lot per application. For additional lots please submit additional request form/s)*

Street No	Street name	
Suburb		
Property description:	Lot No	Plan No
Existing use of premises		

**Description of existing / proposed development** *(Applications for information for proposed development must include site or proposal plan that includes a marked single nominated location).*

<b>Proposal Plans Attached</b>	Yes	No
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### Planning Information Refer to Council's website for the current Fees and Charges

Tick if required	Information requested*
	<b>A3</b> - Plan of any storm water main or drain within or adjacent to the property, including approved connection point and any limitations on capacity.
	<b>A4</b> - Plans of any overland flow path within the property.
	<b>B2</b> – Basic Flood Information including Defined Flood Level (DFL), Flood Depth, Velocity and Flood Hazard data, if available, for a nominated location and Planning Approval Requirements (if proposed development identified).
	<b>DF1</b> - Detailed Flood Advice including Basic Flood Information plus Observations on the proposed use, Flood Risk Analysis and Historical Flood Information, if available.
	<b>B4</b> - Details of any land-slip area applicable to the property (including mine subsidence).
	<b>B10</b> - Details of any declared bushfire prone areas that affect the property.

## Planning Information cont.

	<b>B13</b> - Details of any vegetation management area that affects the property.
	<b>E1</b> - Details of any current development approvals applicable to the property.
	<b>E2</b> - Details of any self-assessable requirements that may be relevant to the proposed building work. For example, in relation to domestic construction, covered car parking spaces, or water storage tanks.
	<b>E3</b> - Details of any other approvals (other than building work) necessary for the proposed development to proceed.

## Plumbing and Building Information

Tick if required	Information requested*
	<b>A1</b> - Plan of any sanitary drain within or adjacent to the property, including approved connection point. (Per File)
	<b>D1</b> - Details of existing buildings on the property if available.
	<b>D2</b> - Copies of current Certificates of Classification for the property. (Per File)
	<b>D3</b> - Hydraulic services plans (existing commercial buildings).
	<b>F3</b> - Relevant sections of register of show cause and enforcement notice information.
	<b>G1</b> - The application and the approval documents for the application.
	<b>G2</b> - The decision notice or negotiated decision notice for the application.
	<b>G3</b> - A copy of the plans, drawings and specifications and other documents and information lodged by the applicant, stamped approved or otherwise endorsed by the assessment manager. (Per File)
	<b>H1</b> - Compliance certificate (Form 15).
	<b>H4</b> - Final inspection certificate (for mandatory stages class 1a single detached and class 10— Form 21). (Per File)

\*Detail of Service to be provided under each item. Codes shown are for billing purposes only.

**Please Note** - Council allows the following timeframes for the issuing of responses for all requests:

Conveyancing / Property Purchase: 10 Business days

Proposed Development: 10 - 15 Business days

Building / Plumbing: 5-10 Business days

Detailed Flood Advice: 20 Business days

## Privacy Statement

*These details will only be used for the purpose for which they have been collected and will not be used for any other purpose. We will not disclose the information you provide outside of Council unless we are required by law or you have given your consent. To the fullest extent allowed by Council, its officers and employees will not be liable for any claims in respect of any loss arising out of, or in connection with, the use of any of the supplied information.*