



GIPPSLAND BUILDING SURVEYING GROUP

GENERAL INFORMATION REQUIRED TO BE SUBMITTED FOR SHEDS, VERANDAH, DECKS & FENCE PERMIT APPLICATIONS

No	Document required	✓
1.	Permit application-Form 1	
2.	Appointment Declaration	
3.	Title & plan of subdivision	
4.	Copy of any instruments contained in the title, i.e 173 agreements, covenants	
5.	Copy of planning permit (if applicable)	
6.	Builder's warranty insurance certificate (Works >16K) or Owner Builders Certificate (Works >16K)	
7.	Legal Point of discharge for Storm Water from council (if not existing)	
8.	Architectural drawings	
9.	Bushfire Attack Level Assessment (BAL)-if building within 6m of dwelling	
10.	Engineering documentation, including drawings, computations and Reg 126 certificate of compliance (if applicable)	
11.	Geotechnical investigation (soil) report (if applicable)	
12.	Timber design & specification if not covered by architectural plans	
13.	Any siting report & consents from the relevant authority, (including water authority, council)-build over easement or setbacks	
14.	Land surveyor re-establishment survey may be required for some projects being built on a boundary	
15.	Storm water and / or sewer pipe services location around the property if the proposed buildings adjoin any easements. The size, depth and offset of the asset would be required.	

Please note:

1. Further documentation may be required following an assessment by the building surveyor
2. Permit will not be issued until all relevant documents have been assessed and deemed compliant with the requirements of the Building Act 1993, Building Regulations 2018 and the National construction code.
3. Building permit fees and levies are to be paid prior to the issue of a permit