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| APPLICANT DETAILS – The person you want council to communicate with about the application. | | | |
| Name: |  | | |
| Organisation: |  | ACN/ARBN: |  |
| Postal Address: |  | | |
| Town: |  | Postcode: |  |
| Contact Phone: |  | | |
| Email: |  | | |

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| PROPERTY DETAILS | | | | | | | | |
| Street Address: |  | | | | | | | |
| Town: |  | | | | Postcode: | | |  |
| Lot Number: |  | | | Plan Number: | | |  | |
| Volume Number: |  | | | Folio Number: | | |  | |
| Crown Allotment: |  | Parish: |  | | | County: | |  |

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| DESCRIPTION OF PROPOSED WORKS – include details of the required variation |
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| RELEVANT BUILDING SURVEYOR – Building Surveyor engaged to issue the associated Building permit, if different from applicant | | | |
| Name: |  | | |
| Organisation: |  | ACN/ARBN: |  |
| Postal Address: |  | | |
| Town: |  | Postcode: |  |
| Contact Phone: |  | | |
| Email: |  | | |

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| LESSEE RESPONSIBLE FOR THE LAND – if different from applicant | |
| Indicate if the lessee of the building/land, of which parts are leased by different persons, is responsible for the alterations to a part of the building leased by that lessee Yes  No | |
| Contact Person: |  |
| Contact Phone: |  |
| Email: |  |

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| OWNER DETAILS – if different from applicant | | | |
| Name: |  | | |
| Organisation: |  | ACN/ARBN: |  |
| Postal Address: |  | | |
| Town: |  | Postcode: |  |
| Contact Phone: |  | | |
| Email: |  | | |

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| VARIATION REQUIRED | | |
| **Part 5 Division 2—Single Class 1 buildings and associated Class 10a buildings** | | |
|  | 73 | Maximum Street Setback |
|  | 74 | Minimum street setback |
|  | 74A | Building Setback for small second dwellings |
|  | 75 | Building Height (for dwellings over 9m in height) |
|  | 76 | Site Coverage |
|  | 76A | Minimum Garden Area |
|  | 77 | Permeability |
|  | 78 | Car parking |
|  | 79 | Side and rear setbacks |
|  | 80 | Walls and carports on boundaries |
|  | 81 | Daylight to existing habitable room windows |
|  | 82 | Solar access to existing north-facing habitable room windows |
|  | 83 | Overshadowing of recreational private open space |
|  | 84 | Overlooking |
|  | 85 | Daylight to habitable room windows |
|  | 86 | Private open space |
|  | 86A | Private open space for a small second dwelling |
|  | 86B | Accessibility for small second dwellings |
| **Part 5 Division 3—Siting of Class 10a buildings** | | |
|  | 87 | Siting of Class 10a buildings |
| **Part 5 Division 4—Class 10b structures** | | |
|  | 89 | Front fence height |
|  | 90 | Fence setbacks from side and rear boundaries |
|  | 91 | Fences on or within 150mm of side or rear boundaries |
|  | 92 | Fences on intersecting street alignments |
|  | 93 | Fences must not include barbed wire |
|  | 94 | Fences and daylight to habitable room windows in existing dwelling |
|  | 95 | Fences and solar access to existing north-facing habitable room windows |
|  | 96 | Fences and overshadowing of recreational private open space |
|  | 97 | Masts, poles etc |

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| **Part 6—Projections beyond street alignment** | | |
|  | 98 | Projections beyond street alignment |
| **Part 6 Division 2—Protection of the public** | | |
|  | 116 | Protection of the public |
| **Part 8—Building work** | | |
|  | 130 | Report and Consent for building over easements |
| **Part 10—Designation of special areas for building work** | | |
|  | 153 | Report and consent for building in areas liable to flooding |
|  | 154 | Report and consent for construction on designated land or designated works |

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| DECLARATION: | | |
|  | I understand that the applicable fee for this application is non-refundable and that no guarantee can be given that consent will be granted for the proposed works; and, | |
|  | I understand that if approved a building permit is required to be issued by a Registered Building Surveyor prior to works commencing. | |
|  | Signed: |  |
|  | Date: |  |

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| The following documents are **required** to be included at the time of lodgement | |
|  | Completed and signed application form |
|  | A complete copy of the [Title](https://www.landata.vic.gov.au/tpc_menu.aspx), including as a minimum the Title, Plan of Subdivision and any restrictive covenants |
|  | Full site plan\* |
|  | Proposed floor plan\* |
|  | Elevation plans\* |
|  | Written response to the [Ministers Guidelines](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/www.vba.vic.gov.au/__data/assets/pdf_file/0015/134304/Ministerial-Guidelines-MG-12-effective-14Dec2023.pdf) (MG12), where applicable |

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| ***Note:*** |  |  |
|  | *1.* | *Failure to supply the above listed items will result in the application being returned and/or refused* |
|  | *2.* | *\*Plans provided are to be in accordance with Regulation 25 of the* [*Building Regulations 2018*](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/content.legislation.vic.gov.au/sites/default/files/6c6863f2-b399-3ca2-9d3e-2fc9f014c810_18-038sra%20authorised.pdf) |

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| --- | --- |
| Submit your application | |
| Email: | [shire@campaspe.vic.gov.au](mailto:shire@campaspe.vic.gov.au) |
| Post: | PO Box 35  Echuca VIC 3564 |
| In person at one of our  Customer Service Centres | **Echuca**  2 Heygarth Street, Echuca VIC 3564  **Kyabram**  19 Lake Road, Kyabram VIC 3620  **Rochester**  Shop 6, 2 Gillies Street, Rochester VIC 3561  Temporarily located at the former Commonwealth Bank building from 21 February.  **Rushworth**  Rushworth Library and Service Centre, 33 High Street, Rushworth VIC 3612  **Tongala**  37 Mangan Street, Tongala VIC 3621 |
| **An invoice will be provided to the applicant upon registration of the application** | |