

## PROPERTY INFORMATION REQUEST

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Property Details** ☐ Yes I have attached a copy of the site plan showing the proposed development and setbacks and certificate of title plan for property identification.

Title Details: \_\_\_\_\_

Owners Surname \_\_\_\_\_

Property Address \_\_\_\_\_

**Proposed Works:** \_\_\_\_\_

<b>BUILDING INFORMATION REQUESTED Reg. 51(1)</b>		
(a)	Details of any Permit/Certificate of Final Inspection issued in the preceding 10 years; and	<input type="checkbox"/> \$53.60
(b)	Details of any current determination made under regulation 64(1) or exemption granted under regulation 231(2); and	
(c)	Details of any current notice or order issued by the relevant building surveyor under the act.	
<b>PROPERTY INFORMATION REQUESTED Reg. 51(2)</b>		
(a)	Liable to flooding within the meaning of regulation 5(2); or	<input type="checkbox"/> \$53.60
(b)	Designated under regulation 150 as an area in which buildings are likely to be subject to attack by termites; or	
(c)	In an area for which a bushfire attack level has been specified in a planning scheme; or	
(d)	An area determined under regulation 152 to be likely to be subject to significant snowfalls; or	
(e)	Designated land; or	
(f)	Designated works	
<b>INSPECTION APPROVALS Reg. 51(3) available to owner, mortgagee or building practitioner only</b>		
(a)	Provide inspection approval dates of the mandatory notification stages for building work carried out on that building or land under section 137B of the Act.	<input type="checkbox"/> \$53.60
<b>LEGAL POINT OF DISCHARGE Reg. 133(2)</b>		
(a)	Details of point of discharge for stormwater drainage	<input type="checkbox"/> \$238.20
<b>FEE TOTAL</b>		<b>\$</b>

**ACCESS INFORMATION REQUESTED (no fee)**

- ☐ Designated access to your property is from: \_\_\_\_\_

If you prefer access to the above property from another location you must contact the Shire to obtain approval. Access to the property from a road other than that designated may constitute an offence under Council's Local Laws.

- ☐ There is NO all weather access to the above property. You should contact the Shire prior to building works to arrange appropriate access. Access to the property without approval may constitute an offence under Council's Local Laws.

**Note:** Access to any property must be via a Council approved crossover. You must contact the Shire to obtain a Vehicle Crossing Permit prior to works commencing on the site.

A Planning Permit will be required if native vegetation is proposed to be removed on the roadside to construct a vehicle crossing.

**DECLARATION:** The Corangamite Shire Council collects personal information to levy rates, issue permits and licenses, and provide a variety of community services. The information collected in this form is used only for the purposes contemplated by the form (primary purpose) and is not passed onto third parties. In some instances however, disclosure is required by law or is necessary for the protection of persons or property. Where this occurs, Council will take every reasonable step to ensure your privacy is protected in accordance with the Information Privacy Act 2000 (Vic). Should you need to change or access your personal details, or require further information about Council's Privacy Policy contact our Privacy Officer on 5593 7100.

### **Protection of Councils Assets**

1. Prior to any works, including any demolition work commencing on your site, you are required to notify Council about what, if any damage currently exists to any;
  - Footpath
  - Kerb & Channel
  - Nature strip
  - Vehicle crossing
  - Road pavement
  - Other asset vested in Council

on or adjacent to your property, or which is likely to be affected by the works.

2. If you do not give notice to Council of any existing damage to Council assets, it will be deemed for the purposes of final inspection and assessment, that there was no existing damage to Council assets.
3. As soon as practicable after Council have received an occupancy permit or a certificate of final inspection for your building, a final inspection will be made of all Council assets and an assessment of any damage will be made.
4. If, as a result of the inspection and assessment, Council considers that the demolition / building work has caused damage to any of Council's assets, it may give notice to you requiring you to repair or cause to be repaired any Council asset to the satisfaction of Council within 28 days of the notice being given. Failure to comply with the notice may result in Council issuing an infringement notice in accordance with Councils Local Laws.
5. The costs of any repairs must be met by you the owner or your agent.

### **Occupation of Road or Footpath**

On any road or footpath no person may, without a permit;

- Occupy or fence any part of a road or footpath
- Use a mobile crane or travel tower for any building works
- Make a hole or excavation
- Reinststate or fill a hole or excavation
- Erect scaffolding or store materials within the road reserve
- Under bore the road surface

To obtain a permit for any of the above activities you must contact Councils Local Laws Officer at the Shire Offices. Failure to obtain a permit may constitute an offence under Councils Local Laws.