

Request for Building Permit Documents

Building Regulations Reg 50

Fee Schedule valid until 30 June 2022

Please return completed form to mail@yarraranges.vic.gov.au

Applicants Details:

Name: _____ Address: _____ P/C _____

Phone: _____ Email: _____

Postal Address (if different from above) _____ P/C _____

Builder's Name: _____ Age of Premises: _____

Please note: 'Owners Authorisation' form or written consent from current owners needs to accompany this application (see 'Owners Authorisation' separate form on Website).

Property Details:

Lot/Unit No. _____ Street No. _____ Street Name _____ Suburb _____

Please Note: Records prior to 1966 may be unavailable – please telephone 1300 368 333 if you are unsure

Information Required:

Please specify what Building Permit documents you require eg. Building Permit, Occupancy Permit/Certificate of Final Inspection, Soil Report etc. (all where available on the file)

The fee is \$56.50 for Building Permit documents per permit.

We advise that every endeavour will be carried out in the search for your requested file. However, Council cannot guarantee that a building file will be available and the fee for this service is non-refundable. Allow 10-15 working days for plans. Delays can occur as files are kept in storage off site.

Permit documents (per Building Permit) (not including plans) \$56.50

Documents required: _____

Signature of Applicant _____ Date _____

Delivery Method – Select one option only RC PLAN

Post to _____

OR

Email to _____

PICK UP DOCUMENTS AT COUNCIL OFFICES:

(You will be contacted by telephone when documents are available for collection)

Please tick one:

- Lilydale (61-65 Anderson Street)
- Monbulk (21 Main Road)
- Yarra Junction (cnr Hoddle St and Warburton Hwy)
- Upwey (40 Main Street)
- Healesville (110 River St)