Request for Property information

Building Act 1993
Building Regulations 2018

Applicant Details			
Applicant Name			
Applicant Role	☐ Agent ☐ Owner ☐ Contractor ☐ Other		
Postal Address			
Phone		**Mobile**	
Email			

Site Details							
Being the owner / mortgagee / agent of owner / building practitioner, I request the provision of information of any building permit issued in the preceding ten (10) years and any current certificate, notice or report made under the Act on the following property:							
Site Address							
Lot/s		**LP/PS**		**Volume**		**Folio**	
Crown Allotment		**Section**		**Parish**		**County**	
Registered Owner				**Signature**			

☐ **1. Information Request - Regulation 51(1) Fee $55.10 (for all or part of this section)**

Any person may request the relevant Council to provide in relation to any building or land:

Details of any permit or certificate of final inspection issued in the preceding 10 years: and

Details of any current determination made under Regulation 64(1) or exemption granted under Regulation 231(2): and

Details of any current notice or order issued by the relevant building surveyor under the Act: and

Details of any pools/ spas, compliance status and due date for next Barrier Compliance Inspection.

☐ **2. Information Request - Regulation 51(2) Fee $55.10 (for all or part of this section)**

Any person may request the relevant council to provide in relation to any building or land details as to whether the building or land:

In an area that is liable to flooding within the meaning of Regulation 5(2); or

In an area designated under Regulation 150 as an area in which buildings are likely to be subject to attack by termites: or

In an area for which bushfire attack level has been specified in a planning scheme; or

Is in an area designated under Regulation 152 as likely to be subject to significant snowfalls; or

Designated land; or Designated works.

☐ **3. Information Request - Regulation 51 (3) Fee $55.10 (for all or part of this section)**

An Owner or mortgagee of a building or land, or a prescribed building practitioner reporting on a building under Section 137B of the Act, may request the relevant council to provide the approved dates of the inspections carried out of the mandatory notification stages of building work carried out on the building or land.

☐ **4. Search Fee for information on pool / spa where it is unknown - Fee $55.10**

An owner / mortgagee / agent of owner / building practitioner may request this information

☐ **5. Copy of Plans / Permit Documents - Regulation 50: Fee $150.00***

On the request of an owner, mortgagee or person authorised in writing by an owner or mortgagee.

Please note: There is no guarantee that the information requested is available. No refund will be issued once a search is conducted. A current copy of the title / title plan is required (available at www.landata.online). *$150.00 Fee is per permit searched.

☐ **6. Legal Point of Discharge - Regulation 133: Fee $244.70**

Proposed Building ☐ Single Dwelling ☐ Multi-Unit Development ☐ Commercial ☐ Industrial

Proposed site plan required. Connection point only.

This includes Mapping System Drainage Information

Please tick if you require the information below:

☐ Drainage Information Only (Pipe Size, Depth and Offset)

☐ Stormwater connection advice for commercial and industrial properties

☐ Site inspections of construction connections within property easements

A Building Layout Plan and a Copy of the Title or Subdivision Plan is required.

Please note: Legal Point of Discharge advice takes up to 10 business days to process.

Total Fees Payable $

Office Use Only	
Date Fees Paid / /	**Receipt No.**

The personal information requested on this form is being collected by the Glenelg Shire Council for municipal purposes as specified in the *Local Government Act 2020*. The Council will use this information only for the specific purpose of collection or for directly related purposes. The information will not be disclosed except as required or specifically authorized by law. You may request access to any personal information that Council may have collected about you. Also, you may request correction of your personal information if you can establish that it is not accurate or complete. Such requests should be directed to Council's Privacy Officer on telephone 03 5522 2305.

Glenelg Shire Council **PO Box 152, PORTLAND VIC 3305** **Phone: 1300 GLENELG (453 635)**

National Relay Service: 13 36 77 **Email: building@glenelg.vic.gov.au** **Website: www.glenelg.vic.gov.au**