

Documentation Checklist – Out Building / Shed

1. Signed letter of appointment from the Owner and application form.
2. Proof of ownership being copy of title and plan of subdivision, this is also required to include any encumbrances, covenants or agreements referenced on title. A title search can be provided at an additional cost.
3. Builders details and warranty insurance for the project.
4. Copy of town planning permit and endorsed plans. (if Applicable)
5. Site plan at not less than 1:500 to include:
 - a. Location of proposed works.
 - b. Dimensions of the proposed works.
 - c. Setbacks of proposed works to allotment boundaries and any existing buildings.
 - d. Location of north.
 - e. Site and floor levels, particularly on sloping sites where site survey may be required.
 - f. Location existing stormwater if applicable and proposed stormwater.
 - g. Measurement to the nearest intersecting street corner.
6. Engineers design for the footing system, computations and a certification for the design at the designated address in the format of Victorian Building Regulation 126. The 126 certification is required to be addressed to relevant building surveyor;

Jordan Florance BSU42133
Permission to Build
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