



Application for Report and Consent of Council

\$283.36

The fee applies to each regulation for which consent is required.

Property address: _____

Description of proposed work: _____

Applicant

Building Surveyor

Owner

Agent of Owner

Name: _____

Postal address: _____ Email: _____

Telephone: _____ Mobile: _____ Fax: _____

Signed: _____ Date: _____

Information to be included with your application

- Relevant fees per Regulation and a copy of the Building Permit Application Form.
- A current clear copy of the Certificate of Title, including the Plan of Subdivision and any encumbrances registered against the Title.
- A written explanation of the reasons seeking the variation, including comment on the relevant Ministers Guidelines (where applicable).
- If the property is in a Neighbourhood Residential Zone the Ministers Guidelines require comment on any relevant neighbourhood character objective, policy or statement set out in the Macedon Ranges Shire Planning Scheme.
- Clear and complete design documents and plans including details of buildings on adjacent properties.
- Details clearly showing the extent of non-compliance with the Building Regulations 2018.
- Details of any protection work or scaffolding or hoarding to be erected over a road (where applicable).
- Any other information in support of the application.

Where insufficient information has been provided a request for further relevant documents may be sought. Failure to provide further information may result in refusal of the application.

It is the responsibility of the applicant to justify why a variation to the building regulations should be approved by Council. Where the applicant provides no comment on the Ministers Guidelines or does not justify why a variation is appropriate in accordance with the guidelines the application will be refused.

Design Considerations

Council must refuse to consent to a design which does not comply with Ministers Guideline MG 12 for siting matters. Applicants will need to be fully aware of these guidelines to avoid refusal of the report and consent application. This includes comment on the Neighbourhood Character Objectives where applicable.

Applications must be accompanied with supporting information to demonstrate that the guidelines have been considered and met by the design of the work. Copies of the building legislation and Minister's guidelines are available at: www.legislation.vic.gov.au and www.vba.vic.gov.au

Involvement of adjoining owners in applications

Council will seek submissions from nearby affected allotment owners where required.

Decision time frame

The Building Regulations 2018 specify the time after receipt of a copy of an application for Council to decide an application is 15 business days. Although Council will endeavour to meet the above time limit, it may not be met – particularly where Council seeks submissions from adjoining owners.

Once the application has been lodged a refund will not be considered.

Privacy

Macedon Ranges Shire Council will only collect information from you with your knowledge and consent. Council will use personal information provided by you for the purposes for which it was collected. Personal information you provide to Council is protected by the Privacy and Data Protection Act 2014. Council will not disclose your personal information to a third party unless required by law.

Regulation	Matter for consent and report	Tick
73 (2)	Maximum street setback	<input type="checkbox"/>
74 (4)	Minimum street setback	<input type="checkbox"/>
75 (4)	Building height	<input type="checkbox"/>
76 (4)	Site coverage	<input type="checkbox"/>
77 (3)	Permeability	<input type="checkbox"/>
78 (6)	Car parking	<input type="checkbox"/>
79 (6)	Side or rear boundary setbacks	<input type="checkbox"/>
80 (6)	Walls or carports on boundaries	<input type="checkbox"/>
81 (6)	Daylight to existing habitable room windows	<input type="checkbox"/>
82 (5)	Solar access to existing north-facing habitable room windows	<input type="checkbox"/>
83 (3)	Overshadowing of recreational private open space	<input type="checkbox"/>
84 (9)	Overlooking	<input type="checkbox"/>
85 (3)	Daylight to habitable room windows	<input type="checkbox"/>
86 (3)	Private open space	<input type="checkbox"/>
87 (2)	Siting of Class 10a buildings	<input type="checkbox"/>
89 (3)	Front fence height	<input type="checkbox"/>
90 (2)	Fence setbacks from side or rear boundaries	<input type="checkbox"/>
91 (5)	Fences on or within 150mm of side or rear boundaries	<input type="checkbox"/>
92 (2)	Fences on intersecting street alignments	<input type="checkbox"/>
94 (6)	Fences and daylight to habitable room windows in existing dwelling	<input type="checkbox"/>
95 (3)	Fences and solar access to existing north-facing habitable room windows	<input type="checkbox"/>
96 (3)	Fences and overshadowing of recreational private open space	<input type="checkbox"/>
97 (2)	A mast or pole exceeding 3 metres above the highest point of the roof or a building or 8 metres above ground when not attached to a building	<input type="checkbox"/>
109 (1)(2)(3)	Various projections beyond street alignment	<input type="checkbox"/>
116 (4)	Protection of the public	<input type="checkbox"/>
134 (2)	Building above or below certain public facilities	<input type="checkbox"/>
153 (2)	Buildings in areas liable to flooding	<input type="checkbox"/>
154 (1)	Buildings on designated land	<input type="checkbox"/>

Payment options

By Mail: cheque or money order – payable to Macedon Ranges Shire Council, or complete Credit Card payment authorisation over the page. Mail this form and payment to PO BOX 151 KYNETON VIC 3444.

In person: present this form and payment (cash, cheque/money order, EFTPOS or credit card) at one of our service centres.

Credit card payment authorisation

Mastercard Visa

I authorise you to charge the following amount to my credit card: \$ _____

Name on card: _____

Credit card number: _____

Expiry date (xx/xx): _____ Signature: _____

