

**Legal Point of Discharge Application (2025-26)**

**Fee: \$238.10**

As per Building Act 1993 and Building Regulations 2018 – R133

Lot No: \_\_\_\_\_ Street No: \_\_\_\_\_ LP No: \_\_\_\_\_ Street: \_\_\_\_\_  
Town: \_\_\_\_\_ Planning Permit No (if applicable): \_\_\_\_\_

**Applicant**

Applicant's name: \_\_\_\_\_  
Postal address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant to print name in agreement to statement below:

"I declare that I have the authority to sign this form as the owner of the subject property or that I have the written authority to act as the agent of the owner or owners on behalf of the owner or owners pursuant to Sections 246 & 248 of the Building Act 1993. I acknowledge that no one is allowed to sign for an owner or co-owner/s (or on behalf of another co-owner or co-owners where applicable) without the written consent of the owner or co-owner/s and that it is an offence to do so under law or for a person to make a false or misleading statement or to provide any false or misleading information to Council, including forging signatures - and that strict penalties for anyone doing so may apply."

I accept this declaration: ☐

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Important information:**

- Private drains and pipes that collect water on private property belong to the property owner. Owners are responsible for their drains up to the point of connection to the Council drain or other asset/infrastructure, known as the "Legal Point of Discharge".
- Drain Size, Depth and Offset cannot be supplied by Council, the owner/builder/plumber must verify these details on site.

This section is intentionally blank.

Please ensure you complete the relevant fields on the next page.

Provide a detailed description of works (list existing and proposed features).

What is the proposed development (if relevant):

- ☐ House                      ☐ Units                      ☐ Commercial                      ☐ Industrial  
☐ Public                      ☐ Subdivision  
Type:                      ☐ New                      ☐ Addition                      ☐ Outbuilding  
☐ Other (please specify): \_\_\_\_\_

Where is the building sited on the allotment?

- ☐ Front                      ☐ Centre                      ☐ Rear                      ☐ Other

Are site plans attached and do they identify any existing structures on the property?

- ☐ Yes                      ☐ No

How would you like this information to be provided?

- ☐ Mail                      ☐ Fax                      ☐ Email

Office Use Only



Receipt no:

Date:

Received by:

Paid:

\$

## Payment options

- **In person:** present this form and payment (cash, cheque/money order, eftpos or credit card) at one of our Service Centres.
- **Phone:** call our customer service team on (03) 5422 0333 (Mastercard and Visa accepted).
- **By Mail:** cheque or money order – payable to Macedon Ranges Shire Council. Mail this form and payment to PO BOX 151 KYNETON VIC 3444.

**Please note that applications will not be processed until the required fee has been received.**

## Privacy

The collection and handling of personal and health information is in accordance with Council's Privacy Policy which is displayed on Council's website, [mrsc.vic.gov.au/privacy](http://mrsc.vic.gov.au/privacy) and available for inspection at or collection from Council's customer service centres.