



Application for Report and Consent – Non Siting Matters

Regulations 109,134,116, Division 3 Building Regulations 2018

Complete this form if you want to:

Obtain approval from the Council for any building work that may affect assets, infrastructure or amenity of the community as set out in The Building Act 1993 and Building Regulations 2018

Applicant details

Name

Relevant Building Surveyor ☐ Owner ☐ Agent of Owner ☐

Postal Address

Postcode

Telephone number

Email

I hereby give a copy of a Building Design/ Building Permit application to Council for consent or report in accordance with Schedule 5 Part 2 of the Building Act 1993 for the following matters under Regulation 31 of the Building Regulations 2018

Location details

Number

Lot

Address

Suburb

State

Postcode

Description of Building Work



Fees

See Fee schedule

Reg.	Reporting Matter	Fee (includes GST)
109	Projections beyond street alignment	
134	Building above or below certain public facilities	
116	Protection of public (Precautions over the street alignment)	

Payment

Applications will not be processed without the payment of fees.

If an application is submitted by email, a “confirmation of lodgement” will be sent by return email with a reference number to quote when paying. If payment is not received within 10 business days from your receipt of the confirmation email your application will expire and a new application will be required if you wish to proceed.

Information required

Application must include the following: (please tick off)	
	Up to date, clear copy of Certificate of Title and Plan of Subdivision (less than 12 months old copy)
	Written justification including schedule of works and protections (see notes)
	Clear and complete Building Permit Application design
	Details of projections, clearances, protection proposed over the public space
	Details and copy of valid public indemnity insurance
	Written approval letter and endorsed plans from the relevant Building Surveyor/Private Building Surveyor
	Traffic Management Plan for any works and/or occupation on public land

Signature

Date

Privacy notice

Frankston City Council is committed to protecting your privacy. Council requires personal information to carry out its functions under the Local Government Act 1989 and other legislation and to provide services to the community. In some cases this will involve disclosure of your information to other parties, such as Council's contractors or other agencies. Your personal information will only be used and disclosed as authorised by law. For further information about how Council handles personal information, or to request access to your personal information, see www.frankston.vic.gov.au or contact Council's privacy officer on 1300 322 322.

How to submit and pay

Please submit your completed form with any required documentation and payment via one of the methods below.

In Person

via Eftpos, Visa, Mastercard, Amex, cash, cheque or money order.

Frankston City Council - Civic Centre
30 Davey Street
Frankston VIC 3199

Langwarrin Customer Service Centre
Shop 6, The Gateway
230 Cranbourne-Frankston Road
Langwarrin 3910

Seaford Community Centre
1/6 Broughton Street
Seaford 3198

By Mail

via cheque or money order

Frankston City Council
PO BOX 490
Frankston VIC 3199

Submit by Email

Please email the completed application form with any required supporting documentation to: info@frankston.vic.gov.au
You will be notified how to pay by return email.

OFFICE USE ONLY – Application for Report and Consent – Non Siting Matters

Payee Name:

Address:

TOTAL \$

Prepayment Code: AP/RC – 2017 Onwards – Report and Consent

