

# East Gippsland Shire Council

273 Main Street (PO Box 1618)  
Bairnsdale VIC 3875  
Website [www.eastgippsland.vic.gov.au](http://www.eastgippsland.vic.gov.au)  
Email [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)  
Follow us on Twitter @egsc



Telephone: (03) 5153 9500  
Fax: (03) 5153 9576  
National Relay Service : 133 677  
ABN: 81 957 967 765

## Report and Consent Siting Application

*Building Regulations 2018 (Part 5)*

There is a fee of \$299.85 for each part.

### Applicant

Name:							
Postal address:			Postcode				
Phone number: Home:		Work:		Mobile:			
Email address:				Fax:			

### Property

Street number:		Street name:						
Town:			Postcode					
Lot number:		Volume:		Folio:				
Crown allotment:		Section:		Parish:				
Lodged plan number or plan of subdivision number:								
Regulation to be assessed:								

### Owner

Name:								
Postal address:			Postcode					

### Your Building Surveyor details

Name:								
Postal address:			Postcode					
Phone number: Work:				Mobile:				

- Please provide reasons for this request and supporting information e.g. title, site plan, elevations, neighbours' comments and assessment against the relevant "minister's guidelines".
- Information in this application will decide if comments from any neighbors or other authorities will be needed. Applications with false or misleading information may be refused.
- Separate applications and fees for build over easement or flood areas may be required

### Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)

# East Gippsland Shire Council

273 Main Street (PO Box 1618)  
Bairnsdale VIC 3875  
Website [www.eastgippsland.vic.gov.au](http://www.eastgippsland.vic.gov.au)  
Email [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)  
Follow us on Twitter @egsc



Telephone: (03) 5153 9500  
Fax: (03) 5153 9576  
National Relay Service : 133 677  
ABN: 81 957 967 765

## Minister guidelines:

[http://www.eastgippsland.vic.gov.au/files/assets/public/documents/development\\_directorate/building/ministers-guidelines-mg12\\_2006\\_siting\\_of\\_dwelling1.pdf](http://www.eastgippsland.vic.gov.au/files/assets/public/documents/development_directorate/building/ministers-guidelines-mg12_2006_siting_of_dwelling1.pdf)

## Regulations:

[http://www.eastgippsland.vic.gov.au/Planning\\_and\\_Building/Building\\_Process\\_and\\_Approvals/Do\\_I\\_need\\_a\\_Council\\_approval](http://www.eastgippsland.vic.gov.au/Planning_and_Building/Building_Process_and_Approvals/Do_I_need_a_Council_approval)

Please allow a minimum of 10 working days for application to be assessed.

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

### Office Use Only:

Reference Number: AP/B2/PP/\_\_\_\_\_ Method of Payment: ☐ Cash ☐ Cheque ☐ Eftpos ☐ Credit Card

Amount Paid: \$\_\_\_\_\_ Receipt Number: \_\_\_\_\_ Receipt Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

If you wish to pay by credit card please contact Council on (03) 5153 9500.

## Submitting your application

<b>Mail</b>	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
<b>Electronic</b>	Fax to 03 5153 9576 Email to <a href="mailto:feedback@egipps.vic.gov.au">feedback@egipps.vic.gov.au</a>	
<b>In Person</b>	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

### Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail [feedback@egipps.vic.gov.au](mailto:feedback@egipps.vic.gov.au)