



# Application Form Request for Council Report & Consent

To: Municipal Building Surveyor – Manningham Council - PO Box 1, Doncaster 3108

Property Address      Number      Street/Road  
Suburb

I, *Relevant Building Surveyor*  *Owner*  *Agent of Owner*  have read and understand the information overleaf and hereby apply for Council Report and Consent in accordance with Schedule 2 of the Building Act 1993 for the following matters under the Building Regulations 2018: (Please tick appropriate matters below)

Applicant \_\_\_\_\_  
Postal Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Email \_\_\_\_\_

73(3) - Setback from a street alignment	85(3) - Building design (daylight to habitable room window)
74(4) - Setback from a street alignment	86(4) - Private open space
75(4) - Building height	87(2) - Siting of appurtenant Class 10a buildings
76(4) - Site coverage	89(3) – Front Fence Height <b>NOTE:</b> Front fence heights within GRZ1 are restricted to 1.2m. Refer Building Information Sheet -Front Fences
77(2) - Impermeable surfaces	90(3) - Fence setback on side or rear boundary
78(6) - Car parking spaces	91(5) - Length or height of side or rear boundary fence
79(6) - Side or rear boundary setbacks	92(1) - A fence within 9m of an intersection
80(5) - Walls or carports	94(6) - Fence setback (daylight to existing habitable room window)
81(6) - Building setbacks (daylight to existing habitable room window)	95(5) - Fence setback (solar access)
82(6) - Building setbacks (solar access)	96(3) - Fence design (overshadowing of recreational open space)
83(3) - Building design (overshadowing of recreational private open space)	97 - Mast, pole, aerial, antenna, chimney flue pipe or other service
84(9) - Window or raised open space (overlooking)	109(2) - Projections beyond street alignment

**Required Report and Consent information attached: -**

- Details to verify that the application meets the relevant Minister’s Guidelines (see over for details)
- 2 Sets of Architectural drawings clearly highlighting areas of non-compliance
- A clear current Copy of Title including a copy of any Covenants or Section 173 Agreements
- Signed Plans and Comments from affected adjoining owners (if deemed necessary, see over for details)
- Submission to verify that a front fence request within a GRZ1 zone complies with the street assessment in accordance with Manningham Information Sheet - Front Fence Height and Design Requirements.

Signed.....Dated      ...../...../.....

**Manningham City Council**  
699 Doncaster Road (PO Box 1) Doncaster Vic 3108  
t 9840 9333 f 9848 3110 e [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au)  
[www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)

Office Use Only	\$320.20 per regulation	Mnemonic 499
Amount Paid \$		Rec No.

## **Siting and Design Requirements under Part 5 of the Building Regulations**

### **Introduction**

Part 5 of The Building Regulations specify the minimum standards and design requirements that apply to a single dwelling and associated structures/outbuildings on an allotment. Please note that Council only considers the Report and Consent regulation/s applied for and does not undertake an assessment of any other aspect of the design. It is recommended that your appointed Building Surveyor undertakes a building permit assessment of your design, prior to submitting a Report and Consent application, to ensure compliance and reduce Building Permit processing problems and delays.

### **Effect of Planning Schemes**

Part 5 of The Building Regulations do not apply if a planning permit is required for the construction of the building; and the planning scheme regulates the same matter as that regulation in relation to the siting and design of the building. Please check with Council's Statutory Planning Department to ensure that a planning permit is not required for your proposal.

### **Neighbour's Comments**

The Building Act requires that Council must give the owner of any nearby allotment an opportunity to make a submission if that person may, in Council's opinion, suffer possible detriment. Council will take any comments into account in reaching a decision as to whether to issue its' consent. The applicant will be responsible to obtain any necessary adjoining owner comments. If requested from the applicant, Council requires clear and precise documentation to be provided to the affected adjoining property owners. Plans are to include areas of non-compliances highlighted, to clearly detail the differences between areas of the design not complying with the specific regulation. Written documentation provided to the affected adjoining property must clearly detail the request, and reason for requested variation when assessed against the applicable Minister's Guidelines.

### **Design Considerations**

Pursuant to clause 4A of Schedule 2 of the Building Act, Council must refuse to give consent to a design which does not comply with Ministerial Decision Guidelines for siting matters. Designers need to be fully aware of these guidelines to avoid refusal of consent. Copies of the regulations and guidelines can be found at the Victorian Building Authority website: <http://www.vba.vic.gov.au>.

Applications need to include sufficient supportive information to allow for a proper assessment, including a design response of the neighbourhood and site explaining how the proposed design meets the relevant guidelines.

### **General Residential Zone 1 - Request for increased Front fence height within a (GRZ1)**

Please note that Manningham has a GRZ1 zone of the planning scheme specified in Schedule 6 of the Building Regulations. Schedule 6 includes a height restriction of front fences within a GRZ1 Zone to a maximum of 1.2m. All applications requesting an increased fence height within a GRZ1 zone must provide supportive information to demonstrate compliance with the Manningham Information Sheet - Front Fence Height and Design Requirements. Please refer to the Siting page of our website for further information and to obtain a copy of the information sheet: <http://www.manningham.vic.gov.au/siting-your-building>

### **Processing Timeframes**

We aim to undertake an assessment and process applications within 10 working days.

### **Request for information**

If any additional information, documentation and/or amendments to the application requested by the reporting authority are not supplied within 6 months of the date of the request, the application may be refused.

### **Duration of Consent**

The consent of the Reporting Authority is valid for 12 months from the date of the granted consent & report.