

# PLANNING AND PERMIT TIMELINE GUIDELINE



Prior to build commencement we are required to go through an approvals process involving several statutory and regulatory bodies.

This is to confirm that your build and plans comply to all required legislation.

The outline below is indicative for all builds but does vary according to the below individual factors -

The exact size and complexity of your particular build and site

Your individual personal circumstance regarding Finance

Whether you are doing a 'Full' or 'Base' Contract

Availability of Land Titles in your name

The individual workload at any given time of each body

NOTE - Some organisations have statutory timeframes they are permitted to operate in. Some organisations may request clarification or further information which triggers another time period that they can operate in.

Timeframes as expected but subject to the above for each build -

Preliminary	2 + Weeks	Largely determined by you the client
Stage 1 - Planning	4 - 8 Weeks	Incl. Engineering if possible at this time
Stage 2 - Engineering	4 - 8 Weeks	Only if Engineering not coinciding with Planning
Stage 3 - Energy & CLC	1 - 2 Weeks	
Final- Permits	1 - 3 Weeks	

At each stage the previous steps are required before that individual stage can be commenced.

## Prelim Stage

- Required prior to commencing the permits process
- Pay the initial CHH deposit
- Confirm Titles availability on your land
- Finalise and confirm the plans of your build
  - NOTE - No changes to plans are permitted after this stage
- Sign "Base" or "Full" Contract pricing and pay the "Balance of Deposit"
- Complete Selection process if undertaking a Full Contract

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## Planning Stage

### STAGE 1

- Council – Lodgement for ‘Planning’ or ‘Notifiable Works’ determination
- Bushfire Attack Level (BAL) assessment
- Preliminary Energy Efficiency Assessment
  - Builds must be “6Star” minimum to comply
- ENGINEERING – Will be lodged now if build expected to be deemed ‘Notifiable Works’
- Engineering Full Drawings incl – Structural, Framing, Hydrolics

## Eng Stage

### STAGE 2 - IF REQ'D

- If your build is likely to be subject to additional items required under ‘Planning Regulation’ then Engineering is not lodged until the Planning Permit is received
- Engineering Full Drawings incl – Structural, Framing, Hydrolics

## Energy & CLC

### STAGE 3

- Once Stage 1 & Stage 2 (If required) are received as the below require the Full Engineering Drawings prior to assessment
- Energy Assessment Rating – Final Certificate of Likely Compliance – Building Surveyor

## Permits

### FINAL STAGE

- Council ‘Building’ & ‘Plumbing’
  - Permits issued by Council.
  - 1 – 3 Weeks
- NOTE –If you build was deemed ‘Notifiable Works’ then only a ‘Plumbing Permit’ is issued