

<b>DA</b>	<b>BUILDING PERMITS/STRATA PLANS</b>	<b>APD56</b>
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<b>DELEGATED AUTHORITY CODE:</b>	APD56
<b>DIRECTORATE:</b>	Planning & Development
<b>BUSINESS UNIT:</b>	Development Services
<b>SERVICE UNIT:</b>	Building Services
<b>RESPONSIBLE OFFICER:</b>	Director, Planning & Development
<b>FILE NO.:</b>	086/003
<b>DATE FIRST ADOPTED:</b>	1997
<b>DATE LAST REVIEWED:</b>	14 June 2018
<b>ATTACHMENTS:</b>	N/A
<b>VERSION NO.</b>	6

<b>Dates of Amendments / Reviews:</b>		
DAPPS Meeting:	24 May 2012 26 February 2015 26 November 2015	26 May 2016 24 May 2018
OCM:	13 May 2010 14 June 2012 12 March 2015	10 December 2015 9 June 2016

**FUNCTION DELEGATED:**

(1) Building Permits /Strata Plans

1. The authority to approve applications for residential development in accordance with the Residential Design Codes and Town Planning Scheme.
2. The authority to approve applications for outbuildings in the Residential, Rural, Rural Living and Resource Zones.
3. The authority to approve residential applications for building permit on strata lots that comply with the acceptable development requirements of the Codes.
4. The authority to issue or modify the 'Occupancy Permit – Strata' or 'Building Approval Certificate – Strata' in respect to buildings that may be shown on a Strata Plan to be lodged for registration, pursuant to the Strata Titles Act.
5. The authority to refuse an 'Occupancy Permit - Strata' or 'Building Approval Certificate - Strata' in accordance with s60 of the Building Act 2011.
7. The authority to support and where appropriate not support strata proposals that fail to comply with Council policy or the design principles of the Codes.

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**CONDITIONS/GUIDELINES:**

- (1) Authority 1.1 subject to:
  1. the requirements specified in Local Planning Policy LPP 1.1.
  2. the requirements specified in Local Planning Policy LPP 1.7.
- (2) Authority 1.2 subject to:
  1. the requirements specified in Local Planning Policy LPP 2.4.
- (3) Authorities 1.3 – 1.7 subject to:
  1. Implementation of the delegation and signing of all documentation by the Manager Building Services or the Senior Building Surveyors only.
- (4) All transactions utilising this delegation are to be recorded in the Recording of Delegated Decisions Register by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

**AUTONOMY OF DISCRETION:**

As provided in (1) to (3) of Conditions/Guidelines above.

**LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:**

Building Act 2011  
Planning and Development Act 2005

**DELEGATE:**

Nil.

**DELEGATE/S AUTHORISED:**

Director, Planning and Development  
Manager, Building Services  
Co-ordinator, Building Services  
Senior Building Surveyors  
Building Surveyors