



## APPLICATION FOR APPROVAL OF ENGINEERING CIVIL PLANS (INCLUDING DRAINAGE)

### Office Use Only

Date Received	
Application Fee <b>Deposit Account RC 147</b>	
Receipt Number	
Application Number	

**PLEASE PRINT CLEARLY**

### APPLICANT DETAILS

Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

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

Street No. \_\_\_\_\_ Street Name: \_\_\_\_\_

### ADDRESS OF PROPERTY

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

- Completed 'Checklist For Submission of Engineering Civil Plans' (available at [www.whitehorse.vic.gov.au/Forms/Engineering](http://www.whitehorse.vic.gov.au/Forms/Engineering))

### TO BE PROVIDED WITH THIS APPLICATION FORM

- Plans – 2 copies, to an appropriate scale (electronic copies are preferred)
- Payment of Fee – see schedule below, please tick the option required

***The Application will not be processed until the appropriate fee is paid and a fully completed checklist is provided by the applicant.***

### ENGINEERING DEVELOPMENT PLAN CHECKING FEES

Outfall drains - single dwellings and any structures that require building permits	\$159.00	
2 and 3 Lot developments with common property	\$211.80	
4 - 9 Lot developments with common property	\$528.70	
10+ developments with common property	\$791.20	
Apartment buildings	\$263.30	
Small commercial developments <500m <sup>2</sup> and 1 - 5 industrial/ factory/ warehouse developments	\$211.80	
Medium and large commercial developments >500m <sup>2</sup> and 5+ industrial/ factory/ warehouse developments	\$422.40	

## APPLICATION LODGEMENT & PAYMENT

Applications may be lodged by the following methods:

### **Mail**

#### **Locked Bag 2**

#### **Nunawading Delivery Centre**

**NUNAWADING VIC 3131**

Please include cheque made payable to City of Whitehorse, or you can make payment by completing Credit Card Payment form, which can be downloaded at: [www.whitehorse.vic.gov.au/Forms/Engineering](http://www.whitehorse.vic.gov.au/Forms/Engineering)

### **In Person**

Whitehorse Civic Centre

**379-397 Whitehorse Road, Nunawading**

Cashiers are open between 8.30am-4.45pm, Monday to Friday

### **Email**

**[customer.service@whitehorse.vic.gov.au](mailto:customer.service@whitehorse.vic.gov.au)**

Please include payment by completing Credit Card Payment form, which can be downloaded at: [www.whitehorse.vic.gov.au/Forms/Engineering](http://www.whitehorse.vic.gov.au/Forms/Engineering)

### **Fax**

**(03) 9262 6490**

Please include payment by completing Credit Card Payment form, which can be downloaded at: [www.whitehorse.vic.gov.au/Forms/Engineering](http://www.whitehorse.vic.gov.au/Forms/Engineering)

### **Phone**

If you would like to make an appointment to discuss your application prior to lodgment please contact Council's Engineering Administration Team on **9262 6177**.

*The personal information requested on this form is necessary for the purpose of processing this application. This information will be used solely by Council for that primary purpose or directly related purposes. The intended recipi-*

## PRIVACY STATEMENT

*ents of the information are Council officers. Council may disclose the information to law enforcement agencies, courts and other organisations authorised to collect it. Individuals have a right to seek access to their personal information and make corrections by contacting Council's Engineering Administration Team on 9262 6177. You may view Council's Privacy Policy on our website [www.whitehorse.vic.gov.au](http://www.whitehorse.vic.gov.au) or obtain a copy from any of the Council offices.*