

### APPLICATION FOR SECTION 160B MODIFICATION

#### MODIFICATION OF BUILDING REGULATIONS RELATING TO ACCESS FOR PERSONS WITH DISABILITIES

## 1 SITE DETAILS

### Address

Street Address:	
Suburb:	
State:	P/Code:

### Municipality

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Is the copy of current Certificate of Title for the allotment attached?

✓

Yes:	<input type="checkbox"/>	
No:	<input type="checkbox"/>	Need to attach a copy of current Certificate of Title for the allotment. Go to <a href="http://www.landata.vic.gov.au">www.landata.vic.gov.au</a>

## 2 APPLICANT

### Name

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### Company name

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### Address

Street Address:	
Suburb:	
State:	P/Code:
Phone Business hours:	Mobile:
Email:	

### Is the Applicant the Owner of the property?

Under section 248(1) of the *Building Act 1993* it is an offence for a person to act on behalf of an owner of a building or land for the purpose of making an application unless the person is authorised in writing to do so.



	The applicant is the owner	
	The applicant is acting on behalf of the owner	Complete and sign the owner consent at the back of this form
	The applicant is the purchaser under a contract of sale of land	
	The applicant is a lessee of the building, who proposes to have, or is having, building work carried out in respect of the building;	

The Act requires that a copy of this application document must be served on other parties, namely:

- any other 'party concerned' (this is generally a person with a direct interest in the outcome of the application); and
- if the modification relates to a building or land on a register under the Historic Buildings Act 1981, the Historic Buildings Council.

## 3 RELEVANT BUILDING SURVEYOR

It is a requirement that the Building Appeals Board receive comment from the relevant building surveyor in relation to the request for a determination.

### Name

### Company name

### Address

Street Address:		
Suburb:	State:	P/Code:
Phone Business hours:		
Mobile:		
Email:		





**Australian Standards that do not apply**

List the Australian Standards (AS 1428.1) clause that, in your view, should not apply


**4C Access provisions that apply in a modified or varied form**

Tick the relevant boxes below and list the access provisions that, in your view, should apply to the building or land specified in this application in a modified or varied form.

**Deemed to satisfy provisions to be modified or varied**

Applicable performance clause(s) to be modified ✓	List the Deemed to Satisfy provision(s) to be modified or varied (Specify whether these are based on the current edition of the BCA, or a specified earlier edition)
DP1	
DP4	
DP6	
DP8	
DP9	
EP3.4	
FP2.1	

**Australian Standards to be modified or varied**

List the Australian Standards (AS 1428.1) clause to be modified or varied


## 5 BUILDING DETAILS / SCOPE OF WORKS



<input type="checkbox"/>	New Building
<input type="checkbox"/>	Additions to existing building
<input type="checkbox"/>	Alterations to existing building
<input type="checkbox"/>	Change of use

If Change of use is selected above, please provide the following information:

Existing Use	
Proposed Use	

### PROVIDE THE FOLLOWING DETAILS:

Use of Building	
BCA Classification/s	
No of storeys	
Floor area of existing building	
Floor area of new building	
Estimated total cost of building work (including labour and material)	

## 6 INFORMATION APPLICABLE TO APPLICATION

Please answer the questions below and provide relevant documents where necessary

	Yes	No
Has an application for a building permit been lodged?		
Has the building permit been issued?		
Has work that forms part of this application commenced?		
If yes what percentage is completed		%
Are there any Building Notices or Building Orders that may directly or indirectly relate to the matter raised in this application? If Yes, provide a copy of the Notice or Order		
Is there a relevant planning permit?		
Is the building on a register under the <i>Heritage Act 1995</i> ?		

Aside from the matters outlined in this application has any aspect of this matter been or being considered by the Building Appeals Board or Victorian Building Authority

✓

<b>Yes</b>		Provide details in your attached submission and then go to question 9
<b>No</b>		

## 7 MANDATORY INFORMATION

A written submission must be provided together with this application form to support the application. In addition to the information sought in questions above the submission must include the following:

1. The background of the proposal and the reasons why this modification is being sought.
2. Comments from the Relevant Building Surveyor where the application relates to a Building Permit - alternatively the Building Appeals Board will refer your application to the Relevant Building Surveyor.
3. Where the application relates to the Building Code of Australia (BCA) nominate:
  - the relevant primary Performance Requirements;
  - the applicable deemed to satisfy provisions;
  - the edition of the BCA that is being modified;
  - the relevant Australian Standards and clause(s) to be modified
4. Documentation, such as drawings, photographs and plans, which is numbered or clearly described. The drawings MUST be marked up clearly to highlight the determination sought.
5. Any other information that will assist the Building Appeals Board to determine this application.

## 7A MANDATORY INFORMATION UNJUSTIFIABLE HARDSHIP

**Please also provide the following information to the Building Appeals Board:**

(NB this information is required in order for the Board to determine whether compliance with the access provision would impose unjustifiable hardship on the applicant)

- (a) Any additional capital operating or other costs, or loss of revenue, that would be directly incurred by, or reasonably likely to result from, compliance with the provision.
- (b) Any reductions in capital, operating or other costs, or increases in revenue, that would be directly achieved by, or reasonably likely to result from, compliance with the provision.
- (c) The extent to which the construction of the building has or will be financed by government funding.
- (d) The extent to which the building:
  - (i) is used for public purposes; and
  - (ii) has a community function.
- (e) The financial position of the applicant.

- (f) Any effect that compliance with the provision is reasonably likely to have on the financial viability of the applicant.
- (g) Any exceptional technical factors (such as the effect of load-bearing elements on the structural integrity of the building) or geographic factors (such as gradient or topography), affecting a person's ability to comply with the provision.
- (h) Financial, staffing, technical, information and other resources reasonably available to the applicant, including any grants, tax concessions, subsidies or other external assistance provided or available.
- (i) Whether the cost of alterations to make any premises accessible is disproportionate to the value of the building, taking into consideration the improved value that would result from the alterations.
- (j) Benefits reasonably likely to accrue from compliance with the provision, including benefits to persons with disabilities, to building users or to other affected persons, or detriment likely to result from non-compliance.
- (k) Detriment reasonably likely to be suffered by the applicant, building developer, or building manager, or by persons with disabilities or other building users, including in relation to means of access, comfort and convenience, if compliance with the provision is required.
- (l) If detriment under paragraph (k) involves loss of heritage significance, the extent to which the heritage features of the building are essential, or merely incidental, to the heritage significance of the building.
- (m) Any evidence regarding efforts made in good faith by the applicant or a person required to comply with the provision, including consulting access consultants or the relevant building surveyor.
- (n) If the applicant has given an action plan (within the meaning of Part 3 of the *Disability Discrimination Act 1992* (Cth)) to the Victorian Building Authority under section 64 of that Act, the terms of the action plan and any evidence of its implementation.
- (o) The nature and results of any processes of consultation, including at local, regional, state, national, international, industry or other level, involving, or on behalf of the applicant, a building developer, building manager or the relevant building surveyor and persons with disabilities, about means of achieving compliance with the provision, including in relation to the factors listed in this subsection.

If a substantial issue of unjustifiable hardship is raised having regard to the factors mentioned above, then the Building Appeals Board must also consider the following additional factors:

- (a) the extent to which substantially equal access to public premises is or may be provided otherwise than by compliance with the access provision of the building regulations\*; and
- (b) any measures undertaken, or to be undertaken, by, on behalf of, or in association with, a person or organisation in order to ensure substantially equal access.

The Board is required to provide for compliance with an access provision of the building regulations\* to the maximum extent possible not involving unjustifiable hardship.

**Please note that many applications to the Board under section 160B of the Act provide insufficient information, which delays the Board's determination of the matter. Please ensure that this application includes all relevant information.**



## 8 FEES / PAYMENT

A separate fee is to be paid for each matter to be determined.

The fees are outlined at [www.buildingappeals.vic.gov.au/how-to-apply/forms-and-fees](http://www.buildingappeals.vic.gov.au/how-to-apply/forms-and-fees)

- Always refer to the current prescribed fee schedule for modification application costs prior to submitting your application
- Complete the payment details form.

Please indicate your total fee amount payable for this application

**Total Amount**

\$
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## 9 SIGNATURE

I understand that, under section 248(1) of the *Building Act 1993*, it is an offence for a person to act on behalf of an owner of a building or land for the purpose of making an application unless the person is authorised in writing to do so.

I also acknowledge that it is an offence to knowingly make any false or misleading statement or provide any false or misleading information to the Building Appeals Board in relation to this appeal (section 246 of the Act).

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**AUTHORITY TO ACT FORM**

**1 OWNER/S DETAILS**

Name

Company Name

Address

Street Address:	
Suburb:	
State:	P/Code:
Phone Business hours:	Mobile:
Email:	

**2 SITE DETAILS**

Address (please note a Copy of title /contract of sale is required to confirm ownership of the land/building)

Street Address:	
Suburb:	
State:	P/Code:

**3 SIGNATURE OF OWNER/S**

**DECLARATION**

I confirm I am the owner of the above site and consent to the following person acting on my behalf:

Name of agent or legal firm: \_\_\_\_\_

I also acknowledge that it is an offence to knowingly make any false or misleading statement or provide any false or misleading information to the Building Appeals Board in relation to an application (section 246 of the Act).

SIGNATURE OF FIRST OWNER: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF SECOND OWNER \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

## APPLICATION CHECKLIST

Use this checklist to ensure all your required documents are submitted. If all the required information is not provided at the time of submission your application may not proceed.

<b>1 SITE DETAILS</b>	<input checked="" type="checkbox"/>
A copy of the current Certificate of Title for the allotment is attached	<input type="checkbox"/>
<b>2 APPLICANT</b>	
If the applicant is not the owner, and the applicant is on behalf of the owner, the 'Authority to Act' Form has been completed and signed	<input type="checkbox"/>
<b>3 MANDATORY INFORMATION</b>	
The background of the proposal and the reasons why this modification is being sought.	<input type="checkbox"/>
Comments from the Relevant Building Surveyor where the application relates to a Building Permit - alternatively the Building Appeals Board will refer your application to the Relevant Building Surveyor	<input type="checkbox"/>
Where the application relates to the Building Code of Australia (BCA) nominate: <ul style="list-style-type: none"> <li>· the relevant primary Performance Requirements;</li> <li>· the applicable deemed to satisfy provisions;</li> <li>· the edition of the BCA that is being modified;</li> <li>· the relevant Australian Standards and clause(s) to be modified</li> </ul>	<input type="checkbox"/>
Documentation, such as drawings, photographs and plans, which is numbered or clearly described. The drawings MUST be marked up clearly to highlight the determination sought.	<input type="checkbox"/>
Mandatory information required at item 7A and 7B	<input type="checkbox"/>
<b>7 FEES/PAYMENT</b>	
Total fee amount payable for this application is identified	<input type="checkbox"/>
Payment details have been completed	<input type="checkbox"/>
<b>11 DECLARATION AND SIGNATURE</b>	
You have acknowledged that it is an offence under section 246 of the Act to knowingly make any false or misleading statement or provide any false or misleading information to the Board in relation to this application	<input type="checkbox"/>