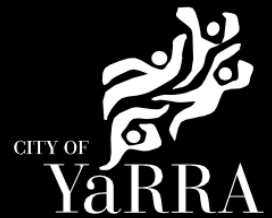


How to Lodge a combine Section 80 / 30



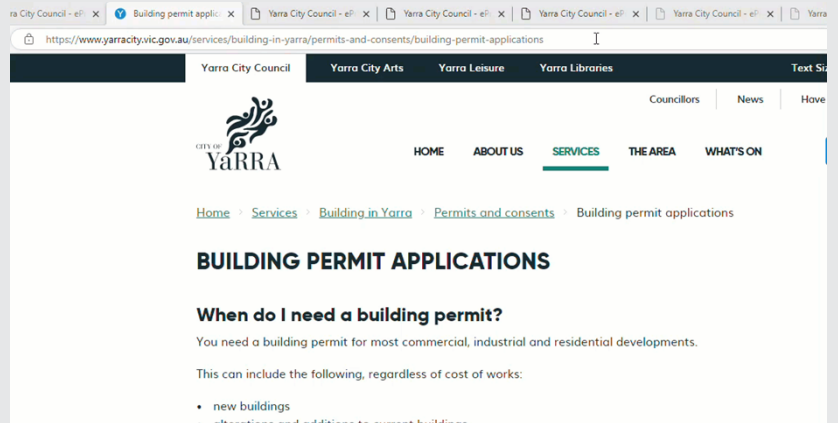
Click on the following Link

[Building permit applications | Yarra City Council](https://www.yarracity.vic.gov.au/services/building-in-yarra/permits-and-consents/building-permit-applications)

Or enter following details into your web browser

<https://www.yarracity.vic.gov.au/services/building-in-yarra/permits-and-consents/building-permit-applications>

Scroll down and click on **SUBMIT AND PAY FOR A SECTION 80 AND 30**



Agree to the *Terms and Conditions* and click **Continue**

Terms and Conditions

Yarra eServices Terms and Conditions of Use:

Access to Yarra City Council's 'Yarra eServices' (**Service**) is restricted to owners of property within the City of Yarra (and their nominated agents) and organisations or individuals who conduct business with Yarra City Council.



By using the Service, you acknowledge that you have read and understood these terms and conditions and agree to be bound by them.

[Read our Terms and Conditions](#)

[Read our privacy statement](#)

[Read our disclaimer](#)

Agree to the Terms and Conditions

CONTINUE

Select the **Categories** based on the building type and click **Next**

Provide Category Details



Select any applicable categories for this application.

Categories

- A single dwelling within a building of non-residen
- Aged Care Facilities
- Bar / Shop / Kiosk part of hotel/motel
- Boarding house/Guest House / Hostel < 300m2 <12 p
- Café / Restaurant / Milk Bar
- Carparks
- Day Centres
- Domestic Apartment Buildings
- Factory / Laboratory
- Front brick/stone solid fence
- Front lightweight fence

Complete **Application Information (Step 1)** questions and click **Next**



Step 1 of 7

▶ Application Information

Property Address

Private Building Surveyor

Builder (if required)

Delivery Email Address

File Attachments

Summary Information

✕ Cancel Application

🛒 Shopping Cart

Application Information

Application Summary

Section 80 Notification to Council - Section 80 / Section 30 Combined

LEGISLATIVE RESPONSIBILITIES

Under Section 80 of the Building Act, a private building surveyor who has accepted an appointment is required to notify Council in writing within seven days of accepting that appointment.



Where a registered body corporate accepts an appointment as Private Building Surveyor to carry out the function under Part 6 of the Act, pursuant to section 80A the registered body corporate must ensure that the work as building surveyor is carried out by the Designated Building Surveyor who is registered under Part 11 as a building surveyor and whose registration authorises the Designated Building Surveyor to carry out that work.

The registered body corporate must, within 7 days after accepting the appointment, notify the relevant Council in writing of the designated building surveyor referred to in section 80A(2) of the Act and give copy of that notice to the person who appointed the registered body corporate.

Section 80 Details

Note: Fields with an asterisk (*) are mandatory.

Date of Appointment*

Building Practitioner Registration Number*

Property Address (Step 2) using the Fast Search enter the address of the property

The address will appear under formatted address.

Click **Next**

Step 2 of 7

✔ Application Information

▶ Property Address

Private Building Surveyor

Builder (if required)

Delivery Email Address

File Attachments

Summary Information

✕ Cancel Application

🛒 Shopping Cart

Property Address

Application Summary

Section 80 Notification to Council - Section 80 / Section 30 Combined

Property Search

🔍 Search for a property or land location for this step of your application.

Address Land

Fast Search

Advanced Type '/' to search from your saved info

Unit Number

House Number

Street Name

Suburb

Postcode

Complete Private Building Surveyor (step 3)

Enter the details of the PBS.
The PBS is the person or company that is responsible for the building permit. This PBS is responsible for any matters relating to this building permit.

You, the person completing this form, are the applicant. You will be prompted to confirm your details at the end of the application process. The applicant is the person we will communicate with for this application.

When completing this section, ensure that you select Person if the Building Surveyor is an individual or sole trader, or Business if they are a partnership or company. You must also enter at least one phone number

Click **Next**

Step 3 of 7

- Application Information
- Property Address
- Private Building Surveyor

Builder (if known)
Delivery Email Address
File Attachments
Summary Information

Cancel Application
Shopping Cart

Private Building Surveyor

Application Summary

Section 80 Notification to Council - Section 80

Please provide all required fields to add a new name association to your application. Business must be selected to add your ABN/ACN.

Please select applicable Person Business

Given Names*
Surname*
Address Detail*
Suburb*
Postcode*
Please enter at least one daytime contact number*
Home Phone
Work Phone
Mobile Phone
Email Address

PREVIOUS CLEAR NEXT

Complete Builder (If Known) (step 4)

Enter the details of the Builder if known.

When completing this section, ensure that you select Person if the Builder is an individual or sole trader, or Business if they are a partnership or company. You must also enter at least one phone number

Click **Next**

Step 4 of 7

- Application Information
- Property Address
- Private Building Surveyor
- Builder (if known)

Delivery Email Address
File Attachments
Summary Information

Cancel Application
Shopping Cart

Builder (if known)

Application Summary

Section 80 Notification to Council - Section 80

Please provide all required fields to add a new name association to your application. Business must be selected to add your ABN/ACN.

Recently Used Names:

Select	Given Names	Name
<input type="checkbox"/>	Marnie	Vincent

or
Provide new name details

Please select applicable Person Business

Given Names*
Surname*
Address Detail*
Suburb*
Postcode*
Please enter at least one daytime contact number*
Home Phone
Work Phone
Mobile Phone
Email Address

PREVIOUS CLEAR SKIP NEXT

Complete Delivery Email Address details (step 5)

The below email address will be used to communicate with you about your permit. This includes general communication.

Please add all relevant email address, even if you have added them in previous steps. Once the delivery email is added click **NEXT**

The screenshot shows the 'Delivery Email Address' step (Step 5 of 7) in the City of Yarra application process. The left sidebar lists steps: Application Information, Property Address, Private Building Surveyor, Builder (if known), Delivery Email Address (selected), File Attachments, and Summary Information. The main content area is titled 'Delivery Email Address' and 'Application Summary' for 'Section 80 Notification to Council - Section 80'. A green box with a warning icon states: 'Please provide a valid email address. This email address will be used to send you information relevant to your application.' Below this is an 'Email Address' input field. At the bottom, there are buttons for 'PREVIOUS', 'CLEAR', and 'NEXT', along with 'Cancel Application' and 'Shopping Cart' links.

Complete File Attachment (step 6)

The attachment types marked with asterisk are mandatory.

You must ensure that the documents you attached are saved in the accepted file type before uploading.

How to upload each document:

- Select Attachment Type
- Click on Choose File
- Select File
- Click on Upload
- Attachments once uploaded will appear under **Uploaded Files**


When uploading documents online there is a file size limit of 128 megabyte per attachment. If a document is larger than this, you will need to reduce the size of it / upload documents separately.

The screenshot shows the 'File Attachments' step (Step 2 of 3) in the City of Yarra application process. The left sidebar lists steps: Application Information (selected), File Attachments (selected), Summary Information, Cancel Application, and Shopping Cart. The main content area is titled 'File Attachments' and 'Application Summary' for 'Building Permit Update - Upload Plans (Section 30)'. A green box with a warning icon states: 'Upload any files relevant to your application that meet the file type requirements.' Below this is a table of attachment types and accepted file types.

Attachment Type	Accepted File Types
Additional information under Regulation 305 <ul style="list-style-type: none"> • Documentary evidence to support the use of a material, form of construction or design in a form referred to in clause A2.2 of the BCA Volume One or clause 1.2.2 of the BCA Volume Two. • A survey plan prepared by a registered licensed surveyor to show existing site conditions under the requirements of the Surveying Act 2004. • Certificate of title to the allotment (lot), under the Transfer of Land Act 1958. 	DOC,DOCX,PDF,PNG,JPG,JPEG
Building Permit* <ul style="list-style-type: none"> ○ A copy of the building permit issued in respect of the building work. * 	DOC,DOCX,PDF,PNG,JPG,JPEG
Other supporting documentation <ul style="list-style-type: none"> ○ Any other relevant or required document or information. 	DOC,DOCX,PDF,PNG,JPG,JPEG
Plans and documents* Provide copies of all plans and other documents lodged with the application for the Permit in accordance with Regulation 25 to Regulation 26. NOTE: Provide a list of documents received with the application for the building permit and any other documents requested and relied on in determining compliance of the application. *	DOC,DOCX,PDF,PNG,JPG,JPEG
Property Information* <ul style="list-style-type: none"> ○ Details on whether the allotment (lot) is located in an area specified at Regulation 29(g) of the current Building Regulations. * 	DOC,DOCX,PDF,PNG,JPG,JPEG

Below the table, there is an 'Upload a File' section with a 'CHOOSE FILE' button, the text 'No file chosen', and 'CLEAR' and 'UPLOAD' buttons.

Summary Information (step 7) and click Continue

LOGIN

Step 3 of 3

- Application Information
- File Attachments
- Summary Information
- Cancel Application
- Shopping Cart

Summary Information

It is your responsibility to check that all of the details are correct. Check the details below. You can adjust any of the information by clicking on the heading link above the heading on the section or click on the steps on the left-hand side of the screen.
You can return to this Summary by clicking on the Summary link on the left-hand side of the screen.
Note: You will be required to enter Applicant Information in the next step.

Application Information

Building Application No.*	e8423/00036
Building Application Property Address	78 Noone St Clifton Hill VIC 3068
Building Application Synopsis	Partial Demolition and Construction of New Ver...
FBS Building Application Number*	48ICD1234
Permit Issued Date*	25/05/2022
Works Commenced From*	22/08/2023
Works Completed By*	23/09/2024
Estimated Cost of Works*	100,000
I agree to the Building Declaration*	I accept this Declaration

File Attachments

File Name	End of Year processing manual.docx
Attachment Type	Additional information under Regulation 305 of the Building Act 2010 to support the use of a material, form of construction or design in a form referred to in clause A2.2 of the BCA Volume One or clause 1.2.2 of the BCA Volume Two, a survey plan prepared by a registered licensed surveyor to show existing site conditions under the requirements of the Surveying Act 2004, or a Certificate of Title to the allotment (lot), under the Transfer of Land Act 1958.
File Size	130.79 KB
File Name	LPD Info.docx
Attachment Type	Building Permit - A copy of the building permit issued in respect of the building work.
File Size	17.73 MB
File Name	How to Lodge - Combine S80 3D.DOCX
Attachment Type	Plans and documents - Provide copies of all plans and other documents lodged with the application for the Permit in accordance with Regulation 25 to Regulation 36 of the Building Act 2010. Provide a list of documents received with the application for the building permit and any other documents requested and relied on in determining compliance of the application.
File Size	26.59 MB
File Name	End of Year processing manual[1].docx
Attachment Type	Property Information - Details on whether the allotment (lot) is located in an area specified in Regulation 29(g) of the current Building Regulations.
File Size	130.79 KB

After clicking Continue below, you will be prompted to complete the details of the Applicant (person or entity applying for this permit) or request.
By continuing below, I declare that I am the applicant, and that the information in this application is true and correct. Remember it is against the law to provide false or misleading information, and if I do it could result in cancellation of the application, permit or request.

CONTINUE

Complete **Payment Summary** step (Applicant details – your details) and click **Continue**

Payment Summary

Name Details

Recently Used Names:

Given Names	Name
-------------	------

Title

Given Names

Surname*

Gender

Date Of Birth

Address*

Suburb

Postcode

Contact Details

Email Address

Home Phone

Work Phone

Mobile Phone

Fax

Purchase Details

Type	Description	Amount
------	-------------	--------

Totals

Amount Due

PREVIOUS **COMPLETE**

Enter **Payment Details (credit card details)** and click **Pay**

Enter Payment Details

Payment Total: 299.80 AUD

Merchant Reference: 174427

Card Holder Name:

Card Number:

Card Type:

Expiry Date:

CVV/Card Security Code:

PAY **CANCEL**

If you would like a copy of the application Click **Print** and this allows you to save the summary as a PDF or print a hard copy.