

PP011 – Building Permits

1. Intention

To provide clarity regarding refunds and waiving of Building Permit application fees.

2. Scope

This policy applies throughout the district.

3. Statement

3.1 Refunds

That in all cases where a Building project is abandoned and refund of Building Permit fees is sought by the Applicant:-

- (a) That 50% of fees paid be reimbursed if the claim is made within 12 months of issue of the Building Permit and;
- (b) That no refund is payable after expiry of 12 months from date of issue of the Permit, as the Permit is then void.
- (c) The cost of the refund shall be recorded as an expense to the appropriate expense account.

3.2 Waiving of

Council will waive the Building Permit fee for community groups erecting buildings on Council owned, or vested land.

The cost of the exemption shall be recorded as an expense to the appropriate expense account.

4. Legislative and Strategic Context

Nil.

5. Review

This policy is to be reviewed as required.

6. Associated Documents

Nil.

Division	Planning
Policy Number	PP011
Contact Officer	Director Planning and Sustainability
Related Legislation	Nil
Related Shire Documents	Nil

Risk Rating	Low	Review Frequency	As required	Next Review	When required
Date Adopted	18/12/2018			OCM18/12/126	

Amendments		
Date	Details of Amendment	Reference
22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071
Previous Policies		
PR001 – Building Permit Fees – Refunds PR002 – Building Permit Fees – Waiving of 6.2 – Building Permit Fees – Refunds 6.3 – Building Permit Fees – Waiving of		