

Building Services Fees 2025-2026

BUILDING PERMITS – (Private Building Surveyors issue building permits in the Colac Otway Shire)

- * Indicates Statutory fee set by Victorian Building Authority VBA under the Building Regulations 2018.
Statutory fees **DO NOT** incur GST.
- **Lodgement Fee:** To cover storage of the building permit for life of the building (excludes community residential buildings, e.g. disability homes, aged care, prisons, etc.);
- **Building Application Fee:** Price on application. Private Building Surveyors issue building permits within Colac Otway Shire

	APPLICABLE FEE \$	CODE Office Use	RECEIPT Office Use	
Lodgement Fee* Reg. 45 (Private Surveyor Section 30 – Building Permit)	138.30	302	829	Section 80 (Notification/advising Council. No Charge)
Permit Amendments	275.00	306	833	Amendment to Plans/Permit
Extension of Time	275.00	307	834	Must be applied for before expiration

	APPLICABLE FEE \$	CODE Office Use	RECEIPT Office Use	
ADDITIONAL INSPECTIONS				
Domestic - within 20km of Colac	305.00	308	835	If additional inspections required
Commercial – within 20km of Colac	360.00	335		If additional inspections required
Outside 20km of Colac	1.35	336		In addition to Inspection Fee, per km

OTHER FEES

Please refer to notes on last page for further information

The below fees apply to other applications and services the Building Department provide. Application forms are available on Council's website, via email on request or Council offices at Colac and Apollo Bay.

REPORT AND CONSENT APPLICATION – Reg. 36				
Demolition Consent*	96.70	304	831	Sec29a (5.75 fee units)
Report & Consent* - Projections/ Flooding/Septic	329.60	305	832	Fee is per consent requested. Application referred under Reg. 132(1) or 134(2) Pt. 6, or 10 (19.61 fee units)
Report & Consent* - Siting	461.40	318	842	36(2) – Pt. 5 (27.45 fee units)
Adjoining Owner - Council Notice	30.00	324	837	per property if Council carries out
ENFORCEMENT - BUILDING NOTICES/ORDERS				
Infringement Notice (2 Penalty Units) Penalty Unit @ \$203.51*	407.00			
SEARCH & COPY – PERMITS/PLANS				
Search Fee (Post 1994)	133.00		839	On Site
Archive Search (Pre 1994)	263.00		839	Off Site - Grace
PLACE OF PUBLIC ENTERTAINMENT (PoPE) / TEMPORARY SITING PERMITS				
PoPE Permit Single Event				
PoPE <500 People	319.00	325	911	
PoPE 500–2000 People	670.00	326		
PoPE >2000 People	1000.00	327		
PoPE Permit Multi Year Event Max 5 Years – (In addition to Single Event fee)				
PoPE <500 People	176.00	328	911	Additional per year fee
PoPE 500-2000 People	234.00	329		Additional per year fee
PoPE >2000 People	292.00	330		Additional per year fee
Application for Siting of Temporary Structure associated with PoPE (In addition to PoPE fee)				
Temporary Structure Siting Permit	95.00	331	911	Per Structure

Building Services Fees 2025-2026

Application for Siting of Temporary Structure NOT associated with a PoPE				
Temporary Structure Siting Permit	169.00	332	911	Single Event Per Structure
Multi Years - Temporary Structure Siting Permit	113.00	333		Additional per year fee. In addition to above Single Event fee Per Structure
Late Application for PoPE or Siting of Temporary Structure				
Application for PoPE or Temporary Structure Siting Permit made less than 21 days from the Scheduled event	600.00	334	911	In addition to application fee
BUILDING AUDITS				
Essential Safety Measures	765.00	323	921	
PROPERTY INFORMATION CERTIFICATE Reg. 52 (fee for the provisions of info. under Reg. 51(1),(2) or (3))				
(PIA) Property (Land) Information Request*	53.60	303	830	Reg. 133(2) LPOD \$238.20 (Infrastructure)

	APPLICABLE FEE \$	CODE Office Use	RECEIPT Office Use	
REGISTRATION OF SWIMMING POOLS – Sec. 9A Building Reg. 2018				
Application for Registration*	36.10	402	870	Reg. 147P(2) (2.15 fee units)
Information Search*	53.60	403	871	Reg. 147P(3) (3.19 fee units)
Lodgement of Certificate – Pool Barrier Compliance*	23.20	404	872	Reg. 147X(2) (1.38 fee units)
Lodgement of Certificate – Pool Barrier Non-Compliance*	437.10	405	873	Reg. 147ZJ(2) (26 fee units)
Failure to Register*	407.00	406	874	Reg. 147L-O(2) (2 penalty units)
Failure to lodge Cert of Compliance	407.00	407	875	Reg. 147V(1) 147ZC (2 Penalty Units)
Failure to pay Lodgement fee – 2 Penalty Units	407.00	408	876	Reg. 147X(3), 147ZJ(4) (2 Penalty Units)

Report & Consent:	Report & Consent – Siting variation, this fee is charged per regulation you're requesting to vary Adjoining Owners Comments – Fee for Council to undertake request for adjoining owner's comments on your behalf Demolition Consent - for complete or partial demolition of a building
Copies of Building Permits or Plans:	Search fee for obtaining copy of building permit or plans. This is a non-refundable fee and while every effort is made there is no guarantee documents can be located.
Place of Public Entertainment/ Temporary Siting:	PoPE - Permit to ensure event complies with building legislation Temporary Structure – Permit to ensure Marquee, tent, stage, etc. complies with building legislation
Building Audits:	Essential Safety Measures – Inspection of ESM requirements in commercial or public buildings
Property Information Certificate:	Fee for property information for sale of property (i.e. building permits issued in last 10 years) or building on the property (i.e. bushfire prone, flood prone).