



FORM 15
Building Act 1993
Building Regulations 2018
Regulation 186(1)

APPLICATION FOR OCCUPANCY PERMIT FOR A
PLACE OF PUBLIC ENTERTAINMENT (POPE)

To: Relevant Building Surveyor, Peter Phillips, BS-U 2222

From: \*Owner/\*Agent of Owner: ..... ACN/ ARBN .....

Telephone: ..... Email Address: .....

Contact Person (if not a natural person): .....

NOTE ALL RESPONSES WILL BE EMAILED UNLESS NOTIFIED OTHERWISE

In accordance with Section 54 of the Building Act 1993, I hereby apply for an occupancy permit for a place of public entertainment at —

Property details:

Number: ..... Street: ..... Suburb: ..... Postcode: .....

Lot/s No: .....LP/PS: ..... Volume: ..... Folio: .....

Crown Allotment: ..... Section: .....Parish: ..... County: .....

Municipal District: Moira Shire

Description of Event:

Name of Event: .....

Event Organisers Name: .....

Postal Address: ..... Postcode: .....

Telephone: ..... Mobile: .....

Start Time and Date: ..... Finish Time and Date: .....

Number of Persons: Participating: ..... Spectators: .....

Building Practitioners1 and Architects:

(a) To be engaged in the building work

Name: ..... Category/Class: ..... Registration No: .....

(b) Who were engaged to prepare documents forming part of an application for this permit

Name: ..... Category/Class: ..... Registration No: .....

Signature: ..... Date: .....



**Note 1** Building Practitioner Means:

- a) A building surveyor; or
- b) A building inspector; or
- c) A quantity surveyor; or
- d) An engineer engaged in the building industry; or
- e) A draftsman who carries on a business of preparing plans for building work or preparing documentation relating to permits and permit applications; or
- f) A builder including a domestic builder; or
- g) A person who erects or supervises the erection of prescribed temporary structures; or
- h) A person responsible for a building project or any stage of a building project and who belongs to a class of people prescribed to be building practitioners

But does not include-

- i) An architect; or
- j) A person (other than a domestic builder) who does not carry on the business of building.

**Note 2** Include building practitioners with continuing involvement in the building work

**Note 3** Include only building practitioners with no further involvement in the building work.

**Note 4** The use of the building may also be subject to additional requirements under other legislation such as the **Liquor Control Reform Act 1998** and the **Dangerous Goods Act 1985**.

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**Information to accompany application for Occupancy Permit for a Place of Public Entertainment at least 30 days prior to the event:**

- 1) Application fee of \$238.30
- 2) Site Plan showing the following:
  - a. Toilets (number, sexes, wheelchair accessible toilets)
  - b. First Aid facilities (more than 5000 people)
  - c. Locations of drinking water taps
  - d. Entry Points
  - e. Emergency Exits
  - f. Location and Size of Facilities (marques, stages, seating, etc.)
  - g. Location and Capacity of tiered seating
  - h. Details of signage (Exits, Toilets, Water Points, etc.)

**Applicants please note; - the Building Code of Australia requires the following facilities be provided in Places of Public Entertainment:**

- 1) In places other than Buildings:
  - a. 1 closet pan for each 200 females or part thereof
  - b. 1 closet pan or urinal for each 200 males or part thereof (at least 30% must be closet pans)
  - c. 1 washbasin for every 200 patrons or part thereof
  - d. 1 wheelchair accessible toilet for each 100 fixtures or part thereof (a minimum of 1 is required)
  - e. 1 drinking fountain or tap for each 200 patrons or part thereof.
- 2) In buildings, facilities must be provided in accordance with Part F of the Building Code of Australia.

**Privacy Statement**

The information requested on this form is being collected by Council for the purpose of processing the request for information application. The information will be used solely by Council for that primary purpose or directly related purpose.