Checklist for Planning Permit Application

Building(s) and works within the Bushfire Management Overlay (BMO)

The following information **MUST** be provided with a planning permit application for building(s) and works triggering a planning permit requirement within a Bushfire Management Overlay (BMO):

	Items required	Completed
1.	A planning permit application Form (completed, dated and signed)	
2.	A full current copy of Title for the land, including the map showing current ownership details, title plan (the Copy of Title must be no older than 90 days.) Titles can be downloaded at https://www.landata.online/ (fees apply)	
3.	Copy of registered covenants, restrictions or Section 173 Agreements if they apply to the land.	
4.	Copy of a fully dimensioned Site Plan drawn to a scale of 1:500 showing: a) Setbacks from the closest site boundaries b) Existing site feature e.g. dam(s), outbuilding(s) c) Location of proposed dwelling/buildings d) Driveways and crossover location	
5.	Copy of Floor Plan and Elevations of proposed development drawn to a scale of 1:100	
6.	A bushfire management statement	
7.	A bushfire hazard landscape assessment	
8.	A bushfire hazard site assessment	
9.	The prescribed application Fee	

Please note that this is a standard checklist which provides documentation required for lodging an application under a BMO. However, additional information may be required depending upon the other planning controls affecting the land, nature and complexity of the proposal and vegetation removal requirements, etc.

More information on the Planning and the Bushfire Management Overlay can be found at:

- Department of Environmental Land Water and Planning (DELWP) resource document titled Planning Permit Applications – Bushfire Management Overlay' available at the following link: https://www.planning.vic.gov.au/__data/assets/pdf_file/0029/107669/Technical-Guide-Planning-Permit-Applications-Bushfire-Management-Overlay.pdf

- CFA website at: http://www.cfa.vic.gov.au/plan-prepare/planning-and-bushfire-management-overlay/.

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