

PERMIT AUTHORITY'S TIME-FRAME FOR ISSUE OF PERMIT

| TYPE OF APPLICATION | NUMBER OF DAYS PERMIT AUTHORITY HAS TO DECIDE | IF MISSING INFORMATION IS REQUESTED BY THE PERMIT AUTHORITY |
|--|---|--|
| <p>Building Permit (Certified)</p> <p>Demolition Permit</p> <p>Occupancy Permit</p> <p>Occupancy Permit Strata</p> <p>Building Approval Certificate</p> <p>Building Approval Cert Strata</p> | 10 business days | <p>Informal requests</p> <p>Through an informal request, the permit authority can ask for missing information, for example via phone or email, without stopping the clock.</p> <p>Formal requests</p> <p>When the permit authority wishes to stop the clock a formal request must be given in writing to the applicant. When this is sent, the clock is stopped. Once the information is received, the clock restarts and the permit authority has what was left of the 10 business days (or 25 for an uncertified application) to decide on the application. The permit authority will prescribe the time by when the missing information is to be provided. This time cannot exceed 21 days.</p> <p>The application assessment time may be extended through an agreement between the applicant and permit authority.</p> |
| <p>Building permit (Uncertified) - Class 1a and 10 only</p> | 25 business days | <p>When the permit authority wishes to stop the clock a formal request must be given in writing to the applicant. When this is sent, the clock is stopped. Once the information is received, the clock restarts and the permit authority has what was left of the 10 business days (or 25 for an uncertified application) to decide on the application. The permit authority will prescribe the time by when the missing information is to be provided. This time cannot exceed 21 days.</p> <p>The application assessment time may be extended through an agreement between the applicant and permit authority.</p> |