

ATTACHMENT 1**Assessment Procedure October 2018**

Each application is to be lodged in pathway in the building applications module 'EXEMPT'. The application is to be assessed to determine:

1. That application information is fully complete, fee paid and all supporting information has been submitted.
2. That the land is zoned as farming zone(FZ). Check current planning map in GIS Intramaps.
3. That the land is currently used for farming. Check owner's statement on application form.
4. That the shed will be used for farming purposes. Check owner's statement on application form.
5. That the building can be appropriately classified as a Class 10. Guidance on farm shed classifications can be found at http://www.vba.vic.gov.au/__data/assets/pdf_file/0020/26129/PN-67-2018-Application-of-the-Building-Code-of-Australia-to-farm-buildings.pdf
6. That if a planning permit is required that it has been obtained. Seek planning advice from statutory planning if necessary.
7. That there are no easements or restrictions on title that would restrict the construction of a building in the proposed location.
8. That the building has been appropriately designed. Check structural design for suitability. Prefabricated sheds should be designed for appropriate wind classification for the area.
9. That the siting of the building will not cause any significant detriment or risk of fire spread to adjoining properties or buildings.

If all of the above are acceptable then approve the application. If any of the above is incomplete and further information is not provided or not acceptable the application must be refused.

Pathway workflow used to generate EXEMPT letter and a copy of the site plan, elevations and structural plans to be stamped using Trapeze 'EXEMPT' stamp.