



## OCCUPANCY PERMIT

### Occupancy Permit

The purpose of this permit is to ensure any buildings that will be occupied are compliant with all relevant legislation and standards.

You will need this permit if you intend to occupy a building or strata title that is either:

- new
- existing
- incomplete.

You must provide a certificate with your application that demonstrates the building is compliant with all relevant legislation and standards.

Applications to occupy a new building must be accompanied by a [Certificate of Construction Compliance \(CCC\)](#).

Applications to occupy an existing building, or obtain a strata title, must be accompanied by a [Certificate of Building Compliance \(CBC\)](#).

The council may also have additional requirements that must be satisfied before an application will be approved, such as:

- evidence of any prescribed authorities' approvals or notifications
- detailed building plans.

A copy of the [Occupancy Permit](#) must be displayed at or near the principal (main) entrance to the premises so that it is clearly visible to occupants and other people using the building. A fine may be imposed for a failure to do so.

### Building Inspection

When the Occupancy Permit application is received, a building surveyor will organise a time to conduct a final inspection.

### Health Inspection

Where a health inspection is required prior to issue of a licence or registration, an environmental health officer will arrange for this.