

Application for Report and Consent Pursuant to the Building Act 1993 and Regulation 187 (1) (b) of the Building Regulations 2018

Important items to note;

Only use this application form if you are applying for Regulation 187 report and consent pursuant to Regulation 187(1) (b) of the Building regulations 2018 only.

Do not use this form if you are applying for Regulation 187 report and consent pursuant to Reg 187(1) (a) & (b). In this case please use the alternative R187(1) (a) & (b) application form provided on the FRV website.

Lodging this application form will result in the Fire Rescue Commissioner issuing a formal report pursuant to the Building Act 1993 and Regulation 187 (1) (b) of the Building Regulations 2018.

The Victorian Government Fire Services Reform package saw the formation of Fire Rescue Victoria (FRV) on the 1st of July 2020. Pursuant to Section 100 of the Fire Rescue Victoria Act 1958, the Fire Rescue Commissioner is the successor at law to the Chief Officer of the former Metropolitan Fire and Emergency Services Board (MFB).

FRV and CFA have signed a Service Level Deed Agreement which sees FRV provide services on behalf of the CFAs Chief Officer in relation to the built environment for the state of Victoria. These services include statutory service delivery under the National Construction Code and Victoria's building legislative framework, that includes: R129(1) Applications, R187(1) Applications, NCC Part A2.2(4)(a) / A2G2(4)(a) Applications, Pre-129 advice incorporating the review of Fire Safety PBDBs.

Notification of upcoming changes to FRV application processes for Fire Safety Reports and Consultation - 2023

Online Application Portal

Fire Rescue Victoria are in the process of developing a new online application portal for Fire Safety Reports and Consultation applications. It is anticipated that the portal will be operational in late 2023. The portal will assist FRV in ensuring that we collect all relevant information from the applicant in the first instance.

This application form has been updated to reflect the questioning that will be found on the new online application portal.

Pre-129 & FEB Processes

FRV are also in the process of combining the 'Pre-129 Letter of Advice' process with the 'Fire Safety Performance Based Design Brief Review' process (formally FEB Review process). Combining these non-mandatory processes will ensure that we are providing the industry with clearer and more considered advice.

As of the 1st of June 2023, FRV will only review 'Pre-129 Letter of Advice' applications that include a copy of the Fire Safety PBDB (if applicable). Similarly, FRV will only review Fire Safety PBDB's that include details of the proposed Regulation 129 matters.

This new process effectively mirrors the current formal Regulation 129(1) application and reporting process.

Note: Failure to complete this form in full or failure to provide the requested documentation may result in your application being refused.

Applicant Details

1. Applicant's Full Name: _____
2. Company Name: _____
3. Company ABN: _____
4. Company's Postal Address: _____
5. Applicant's Mobile Number: _____
6. Applicant's Email: _____

Relevant Building Surveyors Details

7. Relevant Building Surveyor's Full Name: _____
8. Relevant Building Surveyor's Registered Building Practitioner's Number: _____
9. Company Name: _____
10. Company's Postal Address: _____
11. Relevant Building Surveyor's Mobile Number: _____
12. Relevant Building Surveyor's Email: _____

Address of Premises / Site

13. Building Name / Stage Number (if applicable): _____
14. Address: _____
Lot Number (if applicable): _____
Planning Scheme Number (if applicable): _____

Application Type

15. Pursuant to which regulation are you applying for Report and Consent?

Regulation 187 (1)(b) ☐

Note; Do not use this form if you are applying for Regulation 187 report and consent pursuant to Reg 187(1) (a) & (b) or (a) only. In this case please use the alternative R187(1) (a) & (b) application form provided on the FRV website.

Copy of the Application for an Occupancy Permit

16. Please provide a copy of the Form 15 'Application for an Occupancy Permit' that is applicable to this application.

Building Particulars - as per the NCC / BCA

17. Please provide a brief written description of the building works undertaken in a cover letter. Please reference the description as 'Question 17'.

18. NCC/BCA Building Assessment Year _____

19. Nature of Building Works (tick appropriate boxes)

Construction of a new building ☐ Alterations to an existing building ☐

Extension to an existing building ☐ Change of use of an existing building ☐

Other: _____

20. Building Class/s: _____

21. Building Use: _____

22. Floor Area (m²) Existing: _____

23. Floor Area (m²) Proposed: _____

24. Floor Area (m²) Total: _____

25. Size of Largest Fire Compartment - Floor Area (m²): _____

26. Size of Largest Fire Compartment - Volume (m³): _____

27. Type of Construction

A ☐ B ☐ C ☐ Multiple Construction Types ☐

If you select 'Multiple Construction Types' then please provide additional details in a cover letter. Please reference the comments as 'Question 27'.

28. Rise in Storeys: _____

29. Storeys Contained _____

30. Effective Height: _____

31. Details of Typical Construction – Floors: _____

32. Details of Typical Construction – Walls: _____

33. Details of Typical Construction – Roof: _____

34. Is the building provided with fire hydrant coverage?

Yes ☐ No ☐

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 34'. Please include a brief overview of the installed system; this should include (but not be restricted to) applicable Australian Standard, number of hydrants required to discharge, required flow rates and pressures, type of hydrants, water supply, provision of pumps/tanks, provision of ring mains, etc.

35. Is the building provided with a fire detection and alarm system?

Yes ☐ No ☐

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 35'. Please include a brief overview of the proposed system/s, system monitoring and the areas of coverage.

36. Is the building provided with fire sprinkler protection?

Yes ☐ No ☐

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 36'. Please include a brief overview of the proposed type of system/s, system demand, combined demand (in relation to simultaneous flow requirements), system monitoring provisions, water supply arrangement, provision of tanks and pumps, areas of sprinkler coverage, etc.

37. Is the building provided with any other additional fire safety systems / measures that are not detailed in the previous questions?

Yes ☐ No ☐

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 37'. Please include a brief overview of the proposed system/s and their areas of coverage, etc.

Required Documentation

The Fire Rescue Commissioner of Fire Rescue Victoria requires the following documentation to be provided in conjunction with the Regulation 187(1) Application, where applicable.

38. A copy of the Form 15 'Application for an Occupancy Permit' that is applicable to this application.

39. A copy of the Alarm Signalling Equipment (ASE) Connection Notice or Alarm Amendment Notice.
40. Fire Service Block Plans / as-builts, where applicable.
- ☐ A PDF copy of the fire hydrant system block plan, that will be installed at the booster assembly in accordance with the applicable fire hydrant standard.
 - ☐ A PDF copy of the fire sprinkler system block plan/s, that will be installed at the sprinkler control valves in accordance with the applicable sprinkler standard.
 - ☐ A PDF copy of the combined fire hydrant and sprinkler block plan, that will be installed at the booster assembly in accordance with the applicable combined system standard.
 - ☐ A PDF copy of the alarm zone block plan/s, that will be installed at the FDCIE in accordance with the applicable detection and warning standard.
 - ☐ A PDF copy of the final design drawings ("as-built") plan/s, that will be housed at the FDCIE in accordance with the applicable detection and warning standard.

Fees and Charges

41. Please note: The preparation of a regulation 187 report will incur a fee, consistent with FRV published fees and charges schedule that is applicable at the time of the application. The applicant will be issued with an invoice shortly after the circulation of the regulation 187 report.
- FRV will not invoice third parties for any Fire Safety related applications; all invoices will be addressed to the applicant.
- Further billing information, including the gazetted rates and how fees are calculated is available at <https://www.frv.vic.gov.au/fire-safety-reports-and-audits>
- Please provide your company's FRV account number if known: _____

42. Please provide the email address of your company's accounts department if you would like FRV to provide a copy of the invoice: _____

43. Calculation of Travel:

When a site visit or inspection is required to be carried out, the calculation of travel time will be determined by the location of the nearest FRV office to the subject property. FRV office locations are listed on page 6.

Applicant's Declarations

44. This form must be signed by the applicant.

I declare that I am the applicant; and:

- I have read and understood the information provided in the Fees and Charges section of this application form.
- Pursuant to regulation 21(2) of the Fire Rescue Victoria (General) Regulations 2020, which states that the person requesting a service provided by FRV must pay the fee or charge fixed by FRV for that service; I understand that I will be liable to pay the fees incurred in respect of this application.

- I understand that it is an offence under section 246 of the Building Act 1993 for a person to produce a document, to a person or body carrying out any function under this Act or the regulations, which the person knows to be false or misleading in a material particular without indicating the respect in which it is false or misleading and, if practicable, providing correct information.
- I understand that it is an offence under section 246 of the Building Act 1993 for a person to knowingly make any false or misleading statement or provide any false or misleading information to a person or body carrying out any function under this Act or the regulations.
- I warrant that as far as I am aware, having made reasonable enquiries and relying on information from third parties, the information in this application is true and correct.
- The owner of the property which is the subject of this application (if not myself) has been notified of this application.

Applicant's Signature: _____

Applicant's Name (Printed): _____

Date: _____

Do you need help with your application?

45. Do you need help with your application? Help is available via phone or email;

bsr.admin@frv.vic.gov.au

or

(03) 9665 4478

Application Lodgement

Lodge your completed and signed application form and all required documentation to:

bsr.admin@frv.vic.gov.au

If you do not receive an email receipt in relation to your application within 24 business hours of lodging, then please contact BSR-Admin on (03) 9665 4478.

FRV office locations:

- 450 Burnley Street, Richmond VIC 3121
- Level 3, 100 Brougham Street, Geelong VIC 3220
- Suite 203, Level 2, 148 Logis Boulevard, Dandenong South VIC 3175
- 1/10 Chisholm Street, Wangaratta VIC 3677
- 255 Melrose Drive, Tullamarine VIC 3043
- 29 Lockwood Road, Kangaroo Flat VIC 3555 (Co-located office with CFA)
- 195 Numurkah Road, Shepparton VIC 3630 (Co-located with CFA)
- 19 Learmonth Road, Wendouree Vic 3355 (Co-located office with CFA)
- 61-65 Mortlake Road, Warnambool VIC 3280 (Co-located with FRV Station No. 70)