



Australian Government

Department of Infrastructure, Regional Development and Cities

Building Approvals at Essendon Fields Airport

The following information provides a guide to the building approval process at Essendon Fields Airport.

The roles of the Airport Building Control Office and Essendon Airport Pty Ltd (EAPL) in relation to the issue of Building Approvals are described. Also attached is a copy of the Building Permit Application form, a schedule detailing required statutory fees and information required to support a building application.

If information is required in relation to the building approvals process, please contact the Airport Building Control Office directly on 03 8326 3380.

Philip Chun & Associates Pty Ltd, Airport Building Controller, appointed by the Australian Government

Role of the Airport Building Controller (ABC)

The Airport is located on Federal land rather than State land and as such the State legislation as it relates to the building approval process does not necessarily apply. Federal legislation in the form of the Airports Act 1996 prescribes the Airport (Building Control) Regulations 1996 to administer the building approval process.

It is the role of the ABC to administer this legislation as it relates to construction and other building activities.

Activities that require approval

The ABC is to be notified of all construction and building activities proposed on Airport land. This includes all building activities and other construction activities including roads, drainage, services and demolition works. Minor alterations and repairs may not require formal application, however, must be discussed with the ABC.

A Building Approval (Building Permit and Works Permit) or Demolition Authorisation must be sought prior to commencement of a building activity on Airport land.

A certificate of compliance is required for all buildings and construction work that requires formal approval by the ABC. **A certificate of compliance must be issued prior to the occupation or use of a building/works.**

Building and Construction Standards

For the majority of work involving buildings the relevant standards can be found in the Building Code of Australia (BCA). Where the BCA does not apply, for example in relation to civil engineering works (roads, civil infrastructure works, etc) the relevant Australian Standard/Industry Standards will apply. Advice **MUST** be sought from the ABC to determine applicable standards for building activity where the BCA does not apply.

Airport Building Controllers (ABCs) are appointed by the Secretary of the Department of Infrastructure, Regional Development and Cities (the Department) under the *Airports (Building Control) Regulations 1996* (the Regulations) to exercise the powers and functions which the Regulations vest in the ABCs, in relation to building control at leased federal airports. ABCs are also appointed as authorised officers by the secretary under the *Airports Act 1996* to exercise certain powers under this Act, in relation to leased federal airports.

ABCs are contracted private companies, or employees or officers of such companies, and act independently of the Department. However, ABCs consult with the Department as necessary on certain matters, such as the interpretation of the regulations.

Role of the Airport Leasing Company in Building Approvals

Essendon Airport Pty Ltd (EAPL) is the lease holder of Essendon Fields Airport. As part of this role, EAPL administer the planning and environment objectives of the Airport and is obligated to review all applications to ensure that the following matters are addressed:

- (i) That the proposal/development is consistent with the EAPL Master Plan and Airport Environment Strategy;
- (ii) That the proposal/development is consistent with their planning and environmental objectives and obligations; and
- (iii) To assess whether the proposal/development does not have an impact on the infrastructure and the aeronautical operations of the airport (this may require further liaison and approval to be sought from other airport authorities such as CASA).

Approval of a proposal/development by EAPL is in the form of an ALC Planning Permit or Building Activity Consent Letter.

The Airports Act 1996 and Airports (Building Control) Regulations 1996 stipulates that the ABC cannot issue a permit for any building activity/development or part until the ABC receives the ALC Building Activity Consent for that building activity/development.

Obligation of an Occupier of Essendon Airport

An occupier of Essendon Fields Airport is obligated under the Airports Act 1996 to gain all necessary approvals for building and construction work prior to the commencement of the work. Similarly a Certificate of Compliance must be obtained prior to the occupation and/or use of a building.

The following flow chart (refer overleaf) describes the relationship of the ABC and EAPL in the building approval process at Essendon Fields Airport.

Approval Process Flow Chart

