

WILDFIRE SAFETY BUNKERS

Customer Information File



WILDFIRE SAFETY BUNKERS

Hello Customer

Please see further information enclosed within this customer information pack, could you please contact me on the number below to discuss your inquiry in more detail.

Wildfire Safety Bunkers supply's its bunkers Australia wide including Tasmania, when considering our products allow freight costs from Melbourne, Wildfire can give you a quote for interstate freight charges.

You will see our certificate of accreditation from the Building Regulations Advisory Committee (BRAC) in the first file attached, this verifies our units are accredited as a class 10c building.

The average cost to supply, transport, and install 1 x six person Wildfire Safety Bunker within a 100 Kilometre radius of the Melbourne CBD is approximately \$17,000.00, a site or Google Earth inspection would be needed to give a firm quote.

A standard installation takes around 5 hours on flat ground where there is clear access for our delivery crane truck and small excavator.

The average cost to supply, transport, and install 1 x 12 person Wildfire Safety Bunker within a 100 Kilometre radius of the Melbourne CBD is approximately \$40,000.00, a site or Google Earth inspection would be needed to give a firm quote.

A standard installation takes 3 days on flat ground where there is clear access for our delivery truck, large crane and 15 tonne excavator.

Another option to consider is the installation of two six person units side by side.

The only variations to a quotation that may arise are the following.

1. The use of a rock breaker if rock is present at the excavation site.
2. The need for clean fill as rock cannot be place down around the unit once placed, this fill is sourced locally at local rates.
3. The need to remove excavated rock off site if it cannot be spread around the excavation site, this includes the use of a tip truck to relocate it somewhere else on site.

If you are not sure of the location of all under ground services (water - gas - power - drainage) we strongly recommend having them located.

Wildfire will take all care when on site although Wildfire will take no responsibility if below ground or above ground services are damaged, all costs to repair any damaged services remains with the home owner.

As trees can be an issue on most sites please address any vegetation that could fall and block the entrance to the bunker, please consult with your local council before removing any trees.

All permits remain the responsibility of the home owner, please see a step by step guide near the end of this document.

Wildfire has been advised that a BAL, (Bushfire Attack Level), reduction may apply in some locations through out Victoria if an accredited bushfire shelter is installed on a property, please check with your local council for further advice.

As the units are made to order, please allow approximately 6 - 8 weeks from accepting your quotation to delivery, delivery times may vary during the summer months.

Please feel free to call anytime if you require any further clarification on the above.

Regards

Anthony Tratt

Managing Director

Wildfire Safety Bunkers Pty Ltd

SOMEWHERE TO GO WHEN THERE'S NOWHERE TO GO

0419 500 113

anthony@wildfiresafetybunkers.com.au

www.wildfiresafetybunkers.com.au

Lot 4/ 8-10 Simcock St, Somerville Victoria 3912

Media Release

From the Building Commission

2 November 2012

Victorians warned against buying non-accredited bushfire shelters

The Building Commission is warning Victorians against buying non-accredited private bushfire shelters, or using 'storage shelters' for personal use in the event of a bushfire.

The Building Commissioner, Mr Michael Kefford, said a number of companies had been advertising bushfire shelters in newspapers and online, but the quality and safety of those shelters had not been accredited by the Building Regulations Advisory Committee (BRAC).

"Some companies are even calling these constructions 'storage shelters', which don't usually require a building permit to create, but also have not been accredited as fire shelters," said Mr Kefford.

"A storage shelter should not be relied upon to keep you safe during a bushfire.

"Only one company, *Wildfire Safety Bunkers*, has received the BRAC 'stamp of approval' for use in situations assessed up to and including the highest bushfire attack level.

"This followed a series of rigorous tests by *Wildfire Safety Bunkers*, and an assessment by BRAC and an independent expert panel.

"Any other models by any other companies should be treated as non-accredited, as they have not been approved by BRAC.

"Buying one of these non-accredited models is not worth the risk it could pose to you and your family if a major bushfire threatened your home."

All private bushfire shelters require a building permit before construction, which specifies performance requirements for design and construction—such as access to the shelter, and necessary facilities, tenability and air supply.

Mr Kefford added that private bushfire shelters should only be used as a place of last resort.

"Regardless of the quality of the shelter, the only way to absolutely ensure your safety is to leave early," said Mr Kefford.

For more information on Bushfire Building Regulations and home preparedness, contact the Building Commission on **1300 815 127** or visit www.buildingcommission.com.au



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26 September 2016

Our ref: BC/16/25769

Mr Anthony Tratt
Managing Director
Wildfire Safety Bunkers Pty Ltd
10 Simcock Street
Somerville VIC 3912

Dear Mr Tratt

RE: HIGHLY COMMENDED VICTORIAN RESILIENT AUSTRALIA BUSINESS AWARD

The Resilient Australia Awards are important awards that recognise excellence and innovation in work that develops and strengthens community connectedness and disaster resilience across Victoria.

Your achievement in receiving a Highly Commended Victorian Resilient Australia Business Award for the development of *Wildfire Safety Bunkers* is significant.

Your work has contributed to ensuring your community is safer, more resilient, and better prepared for disasters.

Congratulations and well done on your achievement and I encourage you to keep up this excellent work.

Yours sincerely

A handwritten signature in black ink, appearing to read "Craig Lapsley".

Craig Lapsley PSM
Emergency Management Commissioner





Resilient Australia Business Award

Awarded to
Wildfire Safety Bunkers Pty, Ltd.
for
Wildfire Safety Bunkers

Sponsored by





Australian Government
Attorney-General's Department

Australian Emergency
Management Institute



DISASTER
RESILIENT
AUSTRALIA



Office of the
Emergency
Services
Commissioner



2012 RESILIENT AUSTRALIA AWARDS

HIGHLY COMMENDED

awarded to

Wildfire Safety Bunkers Pty Ltd

for

Fire and Storm Shelters

Presented on 14 November 2012 by

The Hon. Peter Ryan, MLA

Deputy Premier and Minister for Police and Emergency Services

Certificate of Accreditation

Amendment 5

Name of product:	Wildfire Safety Bunker – 6-person private bushfire shelter
Product description:	6-person private bushfire shelter
Description of the purpose and use of the building product:	Suitable for use by up to six people for a maximum of one hour as a Class 10c building associated with a Class 1 building.
Regulation/s in relation to which the building product is accredited:	<p>The Building Regulations Advisory Committee appointed under Division 4 of Part 12 of the Building Act 1993 has examined the application and accredited the product as complying with;</p> <p>Performance Requirements H1P1, H7P6 and Clause A5G3 of the National Construction Code 2022, Volume Two Building Code of Australia Class 1 and Class 10 buildings as adopted by the Building Regulations 2018, subject to the following conditions:</p>
Conditions to which the accreditation is subject:	<ol style="list-style-type: none">1. The Wildfire Safety Bunker 6-person private bushfire shelter is limited to construction on sites that have been assessed as BAL – FZ or a lower BAL when assessed in accordance with AS3959-20182. The Wildfire Safety Bunker six-person private bushfire shelter is installed, operated and maintained in accordance with the Wildfire Safety Bunker Product Manual V2.0 dated 1 March 2025. <p>This accreditation is subject to the following limitations:</p> <ol style="list-style-type: none">1. Only to be installed below ground with 500mm earth covering center of roof slab2. Not designed to withstand impact of large trees falling. Must be located to avoid falling trees or falling branches blocking egress (ref. page 5 of product manual)3. Limited to 6 people for a maximum of 1 hour4. The Wildfire Safety Bunker shall not be used to store goods, as this will reduce the available passive air supply within the bunker for the occupants5. Access pathways between the dwelling and the shelter must be made of non-combustible material, and should have an unobstructed width of 1 metre6. The bunker must be sited and oriented in conformance with the Wildfire Safety Bunker Product Manual V2.0 dated 1 March 2025.

Building

Regulations Advisory Committee

Notes –

This accreditation is for the Wildfire Safety Bunker classified as a Class 10c building associated with a Class 1 dwelling that is intended to be used as a last resort to provide temporary protection for occupants from immediate life-threatening bushfires.

This certificate of accreditation cannot be used for Wildfire Safety Bunkers use as a storage shed or ancillary structure and shall not be used for the purposes of promoting the Wildfire Safety Bunker a storage shed.

This accreditation does not apply to any other provisions of the National Construction Code Series.

Building

Regulations Advisory Committee

The name, address and Australian business number of the holder of the accreditation: Wildfire Safety Bunkers Pty Ltd
PO Box 1225
MORNINGTON VIC 3931
ABN: 90 135 956 240

Certificate number: V10/01-A5

Date of issue: 27/06/2025

Refer to the Historical Details page of this Certificate.
This Certificate is only valid when reproduced in its entirety.

Date of expiry of accreditation: 27/06/2028

Signature:



Heidi Smith
Nominated Chair, Building Regulations Advisory Committee

Practitioner guidance on how to use a Certificate of accreditation

Practitioners are reminded to consider any limitations noted in this Certificate and whether the performance of the product has been tested for all aspects of the performance that it is expected to achieve in the application it is being applied to.

This accreditation is only applicable for the State of Victoria.

Historical Details

Certificate number:	Description:	From:	To:
V10/01	Accreditation granted	04 March 2010	-
V10/01-A1	Amendment to Certificate details: Updated to reference current performance requirements and adjust conditions	08 August 2017	
V10/01-A2	Amendment to Certificate details: Updated references to performance requirement P2.7.6	25 Sept 2019	
V10/01-A3	Amendment to Certificate details: Updated to reference AS3959-2018	26 February 2020	
V10/01-A4	Amendment to Certificate details: <ul style="list-style-type: none">• 3-year expiry date applied• New certificate number issued• Updated reference to product manual• Limitations section added to certificate A note added that this certificate cannot be used for the purpose of selling the product as a storage shed	27 June 2022	27 June 2025
V10/01-A5	Amendment to Certificate details: <ul style="list-style-type: none">• 3-year expiry date applied.• New certificate number issued.• Updated Performance Requirements Clause to reflect updated Building Code.• Updated reference to Product Manual.• Minor updates to notes.	27 June 2025	27 June 2028

Certificate of Accreditation

Amendment 5

Name of product:	Wildfire Safety Bunker – 12-person private bushfire shelter
Product description:	12-person private bushfire shelter
Description of the purpose and use of the building product:	Suitable for use by up to twelve people for a maximum of one hour as a Class 10c building associated with a Class 1 building.
Regulation/s in relation to which the building product is accredited:	<p>The Building Regulations Advisory Committee appointed under Division 4 of Part 12 of the Building Act 1993 has examined the application and accredited the product as complying with;</p> <p>Performance Requirements H1P1, H7P6 and Clause A5G3 of the National Construction Code 2022, Volume Two Building Code of Australia Class 1 and Class 10 buildings as adopted by the Building Regulations 2018, subject to the following conditions:</p>
Conditions to which the accreditation is subject:	<ol style="list-style-type: none">1. The Wildfire Safety Bunker 12-person private bushfire shelter is limited to construction on sites that have been assessed as BAL – FZ or a lower BAL when assessed in accordance with AS3959-20182. The Wildfire Safety Bunker 12-person private bushfire shelter is installed, operated and maintained in accordance with the Wildfire Safety Bunker product manual V2.0 dated 1 March 2025.

This accreditation is subject to the following limitations:

1. Only to be installed below ground with 500mm earth covering centre of roof slab
2. Not designed to withstand impact of large trees falling. Must be located to avoid falling trees or falling branches blocking egress (ref. page 5 of product manual)
3. Limited to 12 people for a maximum of 1 hour
4. The Wildfire Safety Bunker shall not be used to store goods, as this will reduce the available passive air supply within the bunker for the occupants
5. Access pathways between the dwelling and the shelter must be made of non-combustible material, and should have an unobstructed width of 1 metre
6. The bunker must be sited and oriented in conformance with the Wildfire Safety Bunker Product Manual V2.0 dated 1 March 2025.

Building

Regulations Advisory Committee

Notes –

This accreditation is for the Wildfire Safety Bunker classified as a Class 10c building associated with a Class 1 dwelling that is intended to be used as a last resort to provide temporary protection for occupants from immediate life-threatening bushfires.

This certificate of accreditation cannot be used for Wildfire Safety Bunkers use as a storage shed or ancillary structure and shall not be used for the purposes of promoting the Wildfire Safety Bunker a storage shed.

This accreditation does not apply to any other provisions of the National Construction Code Series.

Building

Regulations Advisory Committee

The name, address and Australian business number of the holder of the accreditation: Wildfire Safety Bunkers Pty Ltd
PO Box 1225
MORNINGTON VIC 3931
ABN: 90 135 956 240

Certificate number: V11/04-A5

Date of issue: 27/06/2025

Refer to the Historical Details page of this Certificate.
This Certificate is only valid when reproduced in its entirety.

Date of expiry of accreditation: 27/06/2028

Signature:



Heidi Smith
Nominated Chair, Building Regulations Advisory Committee

Practitioner guidance on how to use a Certificate of accreditation

Practitioners are reminded to consider any limitations noted in this Certificate and whether the performance of the product has been tested for all aspects of the performance that it is expected to achieve in the application it is being applied to.

This accreditation is only applicable for the State of Victoria.

Historical Details

Certificate number:	Description:	From:	To:
V11/04	Accreditation granted	11 November 2011	-
V11/04-A1	Amendment to Certificate details: Updated to reference current performance requirements and adjust conditions	08 August 2017	
V11/04-A2	Amendment to Certificate details: Updated references to performance requirement P2.7.6	25 Sept 2019	
V11/04-A3	Amendment to Certificate details: Updated to reference AS3959-2018	26 February 2020	
V11/04-A4	Amendment to Certificate details: <ul style="list-style-type: none">• 3-year expiry date applied• New certificate number issued• Updated reference to product manual• Limitations section added to certificate A note added that this certificate cannot be used for the purpose of selling the product as a storage shed	27 June 2022	27 June 2025
V11/04-A5	Amendment to Certificate details: <ul style="list-style-type: none">• 3-year expiry date applied.• New certificate number issued.• Updated Performance Requirements Clause to reflect updated Building Code.• Updated reference to product manual.• Minor updates to notes.	27 June 2025	27 June 2028

9 July 2010

Mr Anthony Tratt
Wildfire Safety Bunkers Pty Ltd
PO Box 1225
Mornington, Victoria 3931

Goods Shed North
733 Bourke Street, Docklands
Victoria, Australia 3008
PO Box 536, Melbourne
Victoria, Australia 3001
Telephone +61 3 1300 815 127
Facsimile +61 3 9618 9062
DX 210 299 Melbourne
www.buildingcommission.com.au

Dear Mr Tratt

ACCREDITATION OF WILDFIRE SAFETY BUNKER

As you are aware, the Building Regulations Advisory Committee (BRAC) accredited the "Wildfire Safety Bunker" personal bushfire shelter for use in Victoria at its meeting of 3 March 2010.

The accreditation was based on the Performance Requirement P2.3.4A implemented by the Building Amendment (Private Bushfire Shelter Construction) Interim Regulations 2009 which came into operation on 11 November 2009.

On 28 March 2010, the Building Amendment (Private Bushfire Shelter Construction) Interim Regulations 2010 came into operation. These regulations adopted the *Performance Standard for Private Bushfire Shelters Part 1 2010* published by the Australian Building Codes Board including a new Performance Requirement, also P2.3.4A which formed part of the new Standard.

As a consequence of the introduction of the Building Amendment (Private Bushfire Shelter Construction) Interim Regulations 2010, the former Building Amendment (Private Bushfire Shelter Construction) Interim Regulations 2009 were revoked, including the former Performance Requirement P2.3.4A the Wildfire Safety Bunker was accredited against.

Regulation 1408 of the Building Regulations 2006 permits BRAC to revoke an accreditation where the regulation in relation to which the product was accredited has been revoked.

At its meeting of 16 June 2010, the BRAC considered a technical report prepared by the Building Commission that provided a comparison of the 2009 and 2010 Performance Requirements. As a consequence, the BRAC is satisfied that the two Performance Requirements would result in the same design response.

I am pleased to inform you that the BRAC made a formal decision at this meeting to confirm the validity of your current Certificate of Accreditation V10/01, issued on 4 March 2010.

Should you need to discuss this further or have any enquiries in relation to this matter, please contact me on 9618 9355.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'John Shaw', is written over the typed name.

John Shaw
Manger, Technical and Research Services

Examples of Installed Wildfire Safety Bunkers - 6 Person Bunkers



ESTABLISHED INSTALLS



CONNECTED BUNKERS INSTALLED



INSTALLED ONTO FLAT SITES



Examples of Installed Wildfire Safety Bunkers - 12 Person Bunkers



12 PERSON UNIT INSTALL



12 PERSON UNIT DELIVERY & INSTALL



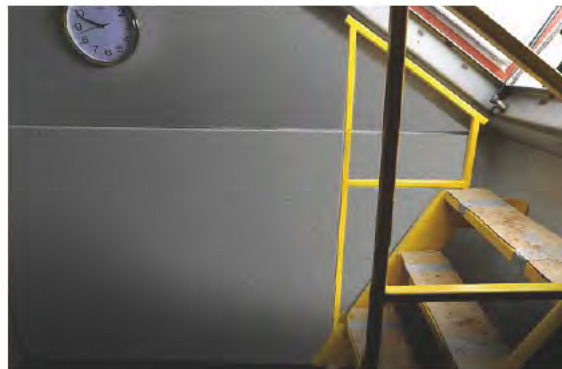
12 PERSON UNIT INSTALL



Internal images of bunkers



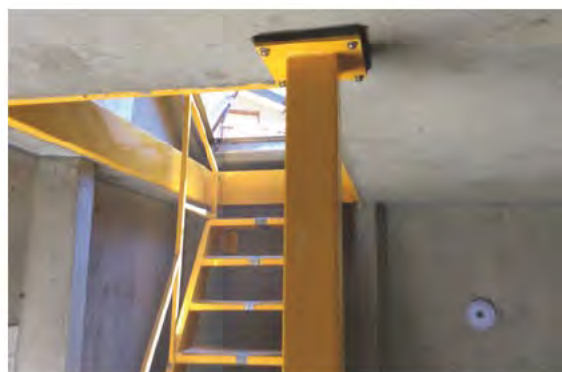
6 PERSON UNIT



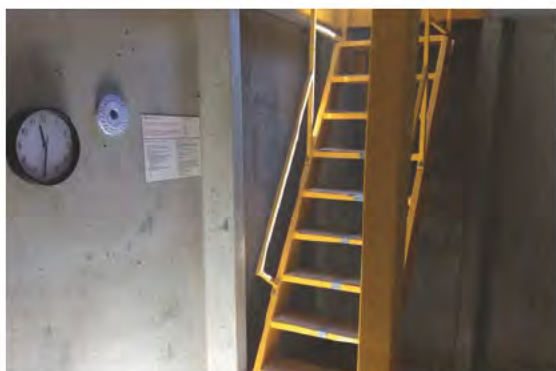
6 PERSON UNIT



6 PERSON UNIT



12 PERSON UNIT



12 PERSON UNIT



12 PERSON UNIT

Examples of Crane Trucks - Deliver & Install of bunker



STRAIGHT FROM FACTORY TO INSTALL LOCATION



BUNKER BEING CRANED INTO POSITION RADY FOR INSTALL



Examples of Installed Wildfire Safety Bunkers - Crane Installs



12 PERSON UNIT INSTALL



CRANE INSTALLS



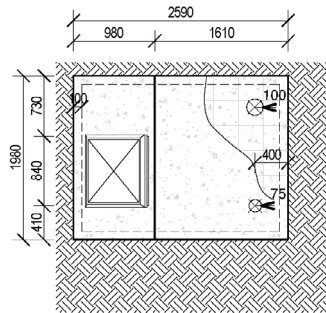
CRANE INSTALLS



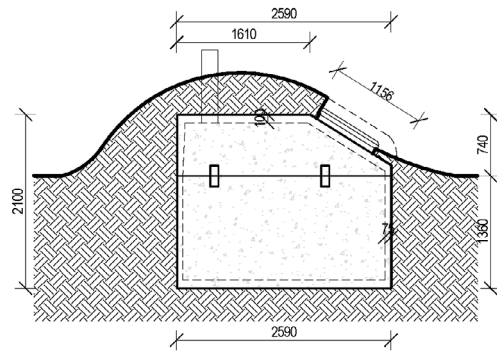
Bunker Specifications

**WILDFIRE
SAFETY BUNKERS**

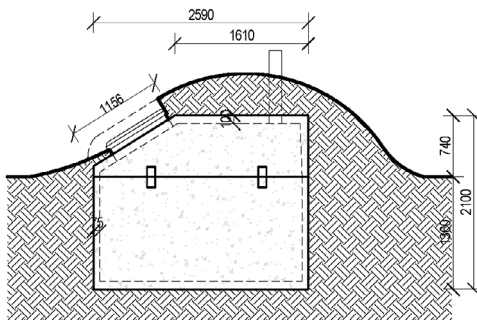
6 Person Bunker Dimensions



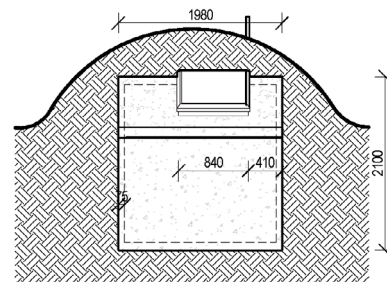
PLAN VIEW



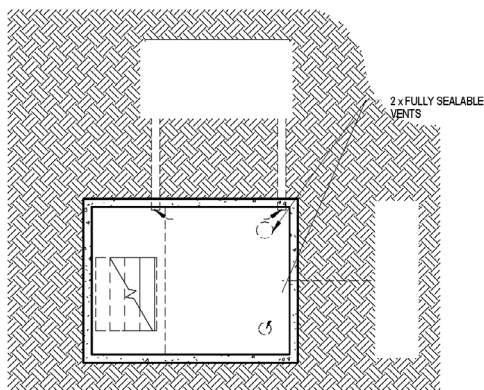
SIDE ELEVATION 1



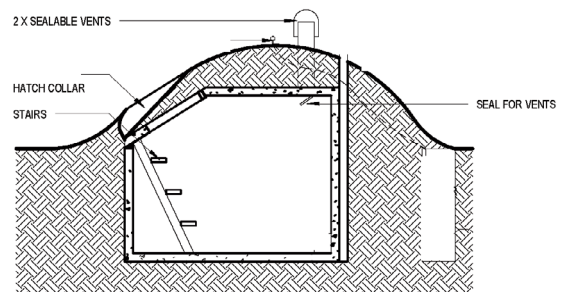
SIDE ELEVATION 2



FRONT ELEVATION



HORIZONTAL SECTION



VERTICAL SECTION

Wildfire Safety Bunkers

Lot 4/ 8-10 Simcock St
Somerville, Victoria 3912

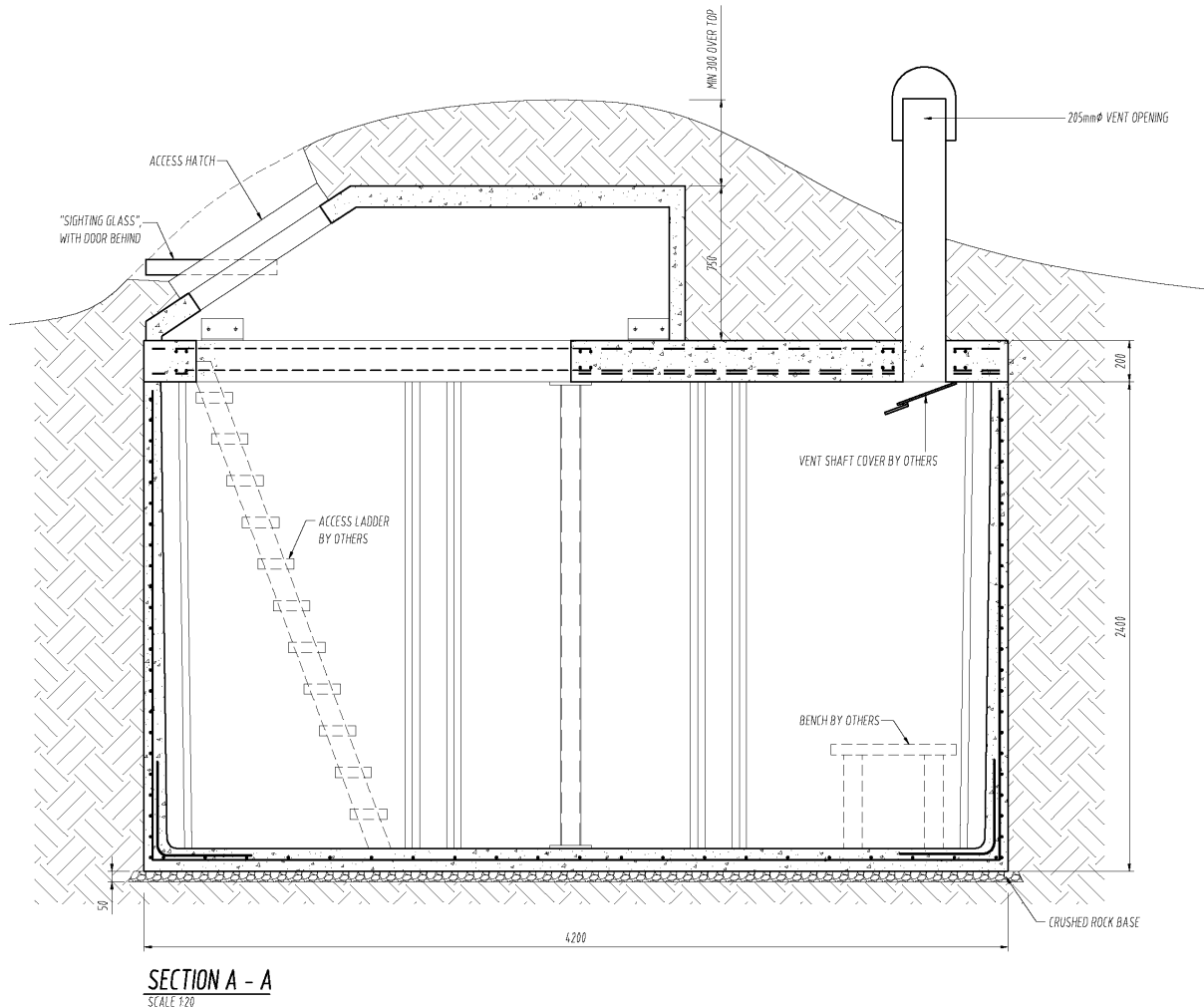
PO box 1225,
Mornington, Victoria 3931

P 1800 559 859
E sales@wildfiresafetybunkers.com.au

Bunker Specifications

**WILDFIRE
SAFETY BUNKERS**

12 Person Bunker Dimensions



EXCAVATION (WITH MOUND):
2600mm DEEP
2600mm WIDE
4600mm LONG
EXCAVATION (WITHOUT MOUND):
3700mm DEEP
2600mm WIDE
4600mm LONG

Wildfire Safety Bunkers

Lot 4/ 8-10 Simcock St
Somerville, Victoria 3912

PO box 1225,
Mornington, Victoria 3931

P 1800 559 859
E sales@wildfiresafetybunkers.com.au

Site Selection Requirements :

The following is a list of considerations that must be adhered to when choosing a Wildfire Safety Bunker site. A Wildfire Safety Bunker can also be relocated at a later date if required to suit future building extensions.

The Wildfire Safety Bunker is certified for use in Bushfire areas rated to BAL- FZ or a lower BAL, when assessed in accordance with AS3959-2009.

Considerations :

1. Distance from the main residence. When selecting a site consideration must be given to the age of the occupants and or any disabilities.
2. The siting of the bunker (in relation to slope, aspect, orientation and vegetation) must minimise exposure from the fire front and other structures.
3. The most common wind direction and the most likely path a fire will take.
4. The construction of the house – brick veneer, timber, other.
5. The siting distance from other out-buildings or car-ports or storage sheds.
6. Trees and vegetation re – distance from, amount, size, overhanging, relocation, removal.
7. Clear pathway from the residence to the fire bunker/shelter.
8. Access for machinery re – crane truck and excavator.
9. Fences, boundaries, easements and other services.
10. Determine the Bushfire Attack Level (BAL)

It is not always possible to avoid overhanging tree branches, in this situation the tree branches must be trimmed or removed. A permit may be required from your local council before any clearing work can be started.

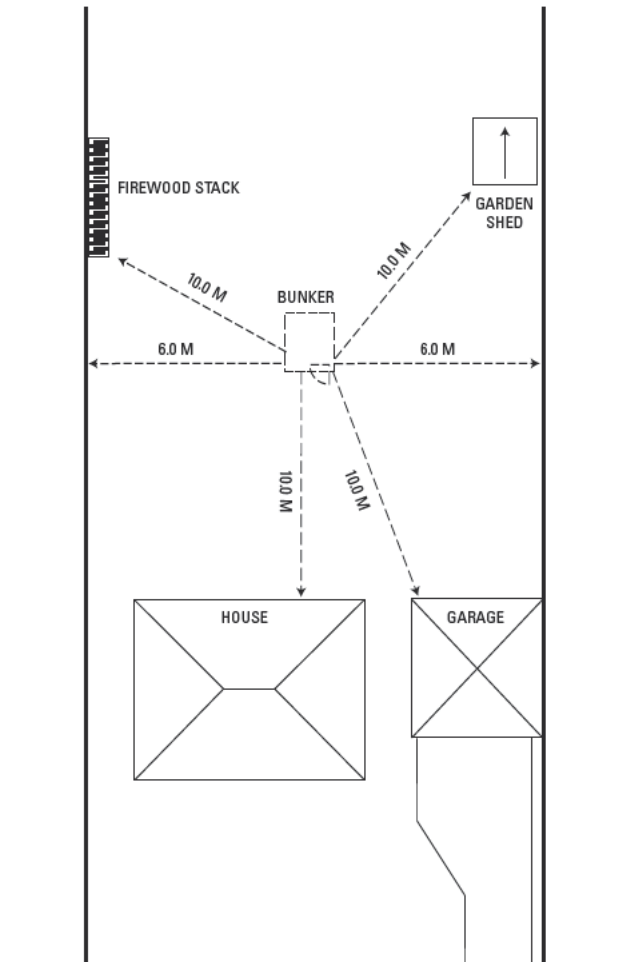
Wildfire Safety Bunker Site Selection :

In the following criteria careful consideration must be given to the age of the occupants and or, any disabilities which could affect access and so impact on the site selection.

- 1. Setback from dwelling:**
The Wildfire Safety Bunker access door is to be located a minimum of 10.0 metres and a maximum of 40.0 metres from the residential dwelling. Ten meters is considered a safe distance should the dwelling ignite following a bushfire event. Forty meters is considered a safe distance in terms of the time taken to get to the Wildfire Safety Bunker in an emergency situation. The access door must be oriented to face the dwelling. This orientation also protects the door from possible future development to neighbouring properties. Where possible the rear of the bunkers earth mound should be facing towards the at-risk fire direction. (i.e. - the door should be facing away from this fire direction).
- 2. Side and rear boundary setback:**
The Wildfire Safety Bunker access door must be located a minimum of 6.0 metres from a side or rear boundary with the access door oriented towards the dwelling. This setback offers protection against the possible placement by neighbours of firewood and other fuel loads on the boundary line adjacent to an installed bunker and the doorway would be facing away from this potential threat.
- 3. Front and side street setback:**
The Wildfire Safety Bunker access door must be located a minimum of 6.0 metres from the far boundary of a front street or 8m from the far boundary of a side street with the access door oriented toward the associated dwelling on the same allotment, or the front or side street.
- 4. Setback from outbuildings and other fuel loads:**
The Wildfire Safety Bunker access door must be located a minimum of 10.0 metres from other outbuildings and fuel loads with the access door oriented towards the dwelling. (Example garden sheds, garages, wood piles, carports etc.). Radiant heat from these structures if ablaze could prolong the time spent in the bunker during a fire episode. If this clearance is not achievable these hazards must be removed or relocated.
- 5. Site selection:**
Select a site that is free from any objects (including non-combustible objects) that could possibly fall or be carried by high wind that may block or obstruct the access door to the bunker.
- 6. Access pathway:**
An access path must be established that provides a direct link from home to bunker. The path must be clear and level and have a tactile surface and must be maintained this way by the property owners as an ongoing maintenance item.
- 7. Vegetation management:**
Ongoing Vegetation Management practices are to be implemented to maintain the BAL assessment that was undertaken for the purpose of obtaining the building permit issued for the construction of the Wildfire Safety Bunker.

WILDFIRE SAFETY BUNKERS

Bunker setback distances when selecting site. Measure the distance from the access door.



Site Excavation - 6 Person Bunker :

1. Locate any below ground services before you excavate.
2. Mark out the area to be excavated, 2400mm x 3000mm.
(Bunker dimensions are - 2000 mm wide x 2600 mm long.)
3. When marking out, align the bunker so the access door is facing in the desired direction.
Refer to point 6 above.
4. Excavate to a depth of 1400 mm measured at the entry location. The joint between the top and the bottom of the bunker at the access door opening must be at natural ground level.
5. Do not over excavate, the bunker must be set on a solid, level base.
Do not back fill any over excavation with loose earth, quarter minus fine rock is recommended to level the base of the excavation.

Site Back filling - 6 Person Bunker :

1. When back filling around the perimeter of the bunker, compact the fill by hand as you progress. Do not use heavy machinery for this process.
2. Mounding of the earth over the bunker should be done carefully.
3. An earth cover to a depth of 300mm minimum and 500mm maximum is to be mounded over the top of the bunker and then battered back to natural ground level. The ventilation shafts are to be 100mm above finished ground level.
4. It is recommended that a heavy clay type earth be use when mounding over the bunker. Sand and loose soils are not recommended for the mounding as they will erode over time.
5. Compact the earth by hand as you proceed with the mounding, Note: Do not drive heavy machinery over or close to the edges of the bunker during this process. It is recommended that a simple temporary fence be erected around the bunker (approximately 1500mm back from all four sides of the bunker) to limit the distance between any heavy machinery and the bunker.
6. The mounding over the bunker will need attention over time due to erosion. Always maintain the minimum and maximum earth cover (point 3 above) over the bunker at all times. This remains the responsibility of the home owner. The home owner could also contract the services of a landscape gardener for this work.



Compacting by hand.



Avoid heavy machinery close to the edges of the bunker.

Wildfire Safety Bunker Installation - 12 Person Bunker:

Excavation and backfilling of 12 person bunkers must be done by trained Wildfire installers and or there preferred contractors.

Site Procedure –

1. Locate any below ground services must be identified before excavation commences.
2. Area to be excavated, 5000mm x 3000mm.
(Bunker dimensions are - 2400 mm wide x 4200 mm long.)
3. The bunker will be aligned so the access door is facing in the desired direction.
4. Excavation will be to a depth of 2800 mm measured at the entry location. The joint between the top and the bottom of the bunker at the access door opening will be at natural ground level.
5. Quarter minus fine rock will be used to level the base of the excavation.

The mounding over the bunker will need attention over time due to erosion. Always maintain the minimum and maximum earth cover over the bunker at all times. This remains the responsibility of the home owner. The home owner could also contract the services of a landscape gardener for this work.



Owner Builder - Building - Planning - Permit Process Step By Step

Before a building surveyor can issue a building permit he must first receive a planning permit from your local council or a letter from them confirming you **do not** require one. Some properties do not require a planning permit for new structures. This process is something that can only be done by the owner of the property. Secondly, if the project value is over \$16,000 a Certificate of Consent (Owner Builder permit) from the VBA (Victorian Building Authority) will be needed.

Steps

1. Make contact with your local council (Planning Department), advise them you would like to install a Wildfire Safety Bunker on your property. They will advise you if you require a planning permit or not. Land slip, erosion, vegetation removal (trees), wildlife and flooding are among the most common reasons for a planning permit. Fill out all the relevant documents required by the council to obtain your planning permit.
2. Building Permit application will be required via your local council or building surveyor. Owner Builder certificate (if the job is greater than \$16,000.00). Forms available from the Victorian Building Authority vba.vic.gov.au
3. Copy of title and any underlying documents that might affect the work (example plan of subdivision, covenants, 173 agreements or caveats). Copy can be obtained from landata.vic.gov.au. Title to be no older than 3 months, unless you have amended the title recently.
4. Site plan: showing the location of all existing buildings on the site, the location of the proposed fire bunker, approximate site levels of the building area, distance of bunker from house, direction which the bunker faces, location of vegetation on property.
5. Specification: This is a copy of the documentation provided by the fire bunker manufacturer, detailing what particular bunker you are obtaining, 6 or 12 person units or in multiples of.
6. Once all the documents are filled out we highly advise mailing and/or dropping these documents to each relevant party (building surveyor / VBA) at the same time or as close as possible, this will definitely speed up the permit process.
7. When asked to nominate contractors used on the project, please call Wildfire to confirm their preferred contractors in your area.
8. As the above documentation **generally** takes 4 - 5 weeks to be approved and permits issued, please allow for this in your planning.
9. Please be sure to fill in all paperwork as accurately as possible, if you are unsure of any of the above please call Wildfire for assistance.

Please Note:

Wildfire Safety Bunkers has been advised by our building certifiers in Victoria and South Australia that if the 6 person Wildfire shelter you wish to install is for **storage purposes only**, you do not require a building permit or a Certificate of Consent. A planning permit may still be required though so please check with your local council. For further clarification on **Storage only** installations please call Wildfire Safety Bunkers.