

APPLICATIONS REQUIRE ITEMS 1 & 2 PLUS THE RELEVANT ITEMS THEREAFTER

Item	Check	UNCERTIFIED Building Permit Application - (BA2)
1	<input type="checkbox"/>	Completed BA2 Application Form (including signatures)
2	<input type="checkbox"/>	Electronic set of architectural and structural plans (see overleaf for guidance)
3	<input type="checkbox"/>	Building Commission Owner Builder Approval (if applicable)
4	<input type="checkbox"/>	Copy of Home Indemnity Insurance (required for works over \$20,000) <u>Exemptions:</u> Pools, Carport, Fence, Pergola, Landscaping, Owner/Builder
5	<input type="checkbox"/>	CTF Receipt (receipt for proof of payment paid directly to BCITF required for all works over \$20,000) www.wa.gov.au/service/education-and-training/vocational-education/pay-your-construction-training-fund-levy
6	<input type="checkbox"/>	Copy of Planning Approval and Stamped Plans (if applicable)
7	<input type="checkbox"/>	BA20 Notice and request for consent to encroach or adversely affect form (where required)
8	<input type="checkbox"/>	Copies of relevant approvals if applicable: <ul style="list-style-type: none"> - Heritage notification to Heritage Council - Water Corporation approval where necessary e.g. If work is near or over a sewer or water main
9	<input type="checkbox"/>	Energy Efficiency Report for Class 1 applications
10	<input type="checkbox"/>	Termite Management specifications

PLEASE NOTE:

- All forms require the name and signature of nominated builder
- Other approvals outside the building permit process may be required and are the applicant's responsibility to obtain. These include:
 - Crossover approval
 - Verge permit for storage of materials. Please be advised a tree preservation bond and associated fees will apply

ONCE A PRELODGE MENT CHECK HAS BEEN COMPLETED, YOU WILL BE CONTACTED FOR PAYMENT OF THE RELEVANT FEES. ASSESSMENT WILL NOT COMMENCE UNTIL ALL FEES ARE PAID

PLEASE REFER TO FEE SCHEDULE ON PAGE 3

Plans submitted should include the following details:

Site plan <ul style="list-style-type: none"> - Clearly indicate all property boundaries, boundary dimensions and existing buildings - A permanent datum point, contour, spot levels and feature survey of the property (may be required to be carried out by a Licensed Land Surveyor) - Position of effluent disposal system (unsewered areas only) - Clearly indicate the distance from the property boundaries to the proposed building - Show the proposed finished floor level to the residence - Height and extent of proposed earthworks - Existing sewer and stormwater drains and/or easements - Locations and heights of stabilised embankments e.g. retaining wall(s) - North point - Stormwater disposal details
Elevations (1:100) <ul style="list-style-type: none"> - Existing ground and proposed finished floor and ground levels - Location and dimensions of doors and windows (including direction of opening) e.g. fixed, sliding, awning - Height of ceiling - Types of materials (including roof colour for tin)
Cross Sectional View <ul style="list-style-type: none"> - Finished ground level - Type of subfloor structure e.g. concrete footing and slab or frame - Height of Ceiling - Type of roof e.g. steel truss, timber truss, pitched, engineered roof
Cross Sections details Provide details, where applicable for <ul style="list-style-type: none"> - Footings to walls, piers, posts and columns - Stump details to sub floor - Connection details of structural members - Bulkheads - Waterproofing details - Connection of new work to existing structure - Method of maintaining a waterproof connection between new and existing work - Any other details as maybe required to clearly indicate the proposed works
Structural Engineers details (signed drawings)
Floor Plan <ul style="list-style-type: none"> - Detailed plan view of every story of the proposed design - All dimensions of the proposed building(s) - Room names - Location of windows and doors showing their sizes - Smoke detector location(s) - Ridge, valley, eaves line and downpipe locations
Site and wind classification report (For new homes)

FEE SCHEDULE	
Residential (Class 1 or 10) Uncertified - Estimated value incl GST x 0.32% (minimum charge \$110.00)	\$
Commercial (Class 2-9) Certified - Estimated value incl GST x 0.09% (minimum charge \$110.00)	\$
Building Services Levy (minimum charge \$61.65) Over \$45,000 incl GST x 0.137%	\$
Works Bond Admin Fee Works from \$20,001 = \$225.00	\$
Works Bond (Refundable upon inspection of completed works) \$20,001 to \$100,000 = \$700 \$100,001 to \$500,000 = \$1,500 \$500,001 to \$1,000,000 = \$2,500 \$1,000,001 to \$5,000,000 = \$5,000 \$5,000,001 to \$10,000,000 = \$10,000 Greater than \$10,000,001 = \$25,000	\$
TOTAL FEES PAID	\$