



Outbuilding Checklist

To assist in the prompt processing of your building permit application please use this checklist to ensure the required documents will be supplied for assessment, these are inclusive but not limited to;

- **BUILDING PERMIT APPLICATION** with 2 sets of plans
 - BA2 Form – Application for Building Permit Uncertified OR
 - BA1 Form – Application for Building Permit Certified;
- **CERTIFICATE OF DESIGN COMPLIANCE (CDC)** - For certified applications only;
- **APPLICATION FOR PLANNING APPROVAL** with 1 set of plans;
- **STRUCTURAL ENGINEER'S DESIGN CERTIFICATION** (Required for all steel structures);
- **SITE CLASSIFICATION**, including soil type & site wind speed for Wind Region 'B';
- **WATER CORPORATION CERTIFICATION**;
- **OWNER BUILDER** – Owner Builder certificate for building works => \$20,000 (apply to WA Building Commission);
- **PLANS** – The plans must be drawn to a professional standard, to a suitable scale and include;
Site plan, floor plan, elevations, slab and footing details, cross section view, electrical layout plan, roof tie down details & full structural details;
- **FEES** – Fees are based on a percentage of the dollar value of the building & all associated works, these are calculated by the Shire Office at a rate set by the WA Building Commission;
- **BUSH FIRE ATTACK LEVEL ASSESSMENT (BAL)** & detailed building solutions for required works as per AS 3959 – 2009 if the shed is located in a bush fire prone area & is less than 6m from the dwelling;
- **CONSTRUCTION TRAINING FUND LEVY (CTF)** remittal form for building works => \$20,000.