

# BUILDING APPLICATION CHECKLIST

## NEW OUTBUILDING OR ALTERATIONS TO AN EXISTING OUTBUILDING

The following documents are required for all applications:	# of copies
BA2 Application for Building Permit	1
Site plan showing distances to boundaries and any existing buildings on the property	2
Plan view of each storey with dimensions	2
Elevations of external views	2
Sectional drawings	2
Footing details	2
Foundation details such as earthworks, cut & fill and retaining walls where relevant	2
Any plans or details which have been certified by a structural engineer	2
Schedule of materials	2
<b>The following documents are also required for some applications - please confirm with the Shire before submitting your application:</b>	
Bushfire Attack Level (BAL) Report	2
AS3959-2018 Construction Checklist / BAL Specifications Noted on Plans	2
<i>* The two items above are only required if the building is to be located in a bushfire prone area &amp; within 6m of a dwelling</i>	
Building Construction Industry Training Fund Levy	1
<i>* Only required if the value of the works is greater than \$20,000</i>	
Copy of Owner-builder Approval	1
<i>* Only required if the value of the works is greater than \$20,000 &amp; a registered builder is not engaged</i>	
Watercorp approval (if building in an area serviced by scheme water)	1
<i>* Only required where the dwelling is in an area serviced by Water Corporation</i>	
Home Indemnity Insurance Certificate (only required if a registered builder is being engaged)	1
<i>* Only required if the value of the works is greater than \$20,000 &amp; a registered builder is engaged.</i>	
<b>The following documents are required for buildings that generate wastewater but will not be connected to the reticulated sewer network:</b>	
Application to Install a Wastewater System	1
Site Plan (showing location of wastewater system)	2
Plan view of each storey with dimensions	2