

CONVERTING A PATIO, SHED, CARPORT OR GARAGE INTO A HABITABLE ROOM

Information Sheet 3

What You Need To Know

The primary requirement for a habitable room is to ensure moisture does not enter into the structure through the floor, the walls and the roof. The Building Code of Australia (BCA) specifies how this can be achieved and will normally necessitate modifications and additional works to be carried out to the existing structure/building.

Use the following information as a checklist to assess how your structure/building compares to the minimum requirements of the Building Code of Australia for habitable rooms.

| Checklist | |
|---|--------------------------|
| Development approval (if applicable). Refer to Planning to review the planning conditions, particularly those that require to be addressed prior to submitting a Building Permit application. | <input type="checkbox"/> |
| Health application for the installation of an effluent disposal system for non-sewered areas. | <input type="checkbox"/> |
| Certified Application for a Building Permit (BA1) or Uncertified Application for a Building Permit (BA2) completed. | <input type="checkbox"/> |
| The minimum height of a proposed habitable room in a building shall not be less than 2400mm, be lined and provided with a ceiling. | <input type="checkbox"/> |
| The brick external walls of a proposed habitable room shall be constructed so as to prevent moisture penetration. | <input type="checkbox"/> |
| Where a concrete slab or paved floor is laid on the ground or on filling, moisture on the ground shall be prevented from reaching the inner surfaces of the floor and adjacent walls by the insertion of damp-proof courses or membranes or by other approved damp-proofing means. This may require the replacement of the flooring with a suitable concrete slab with new waterproof membrane. | <input type="checkbox"/> |
| Natural ventilation and natural lighting shall be provided in all habitable rooms of buildings. Natural lighting shall be provided by means of windows or doors provided with glass having an aggregate area of not less than one-tenth of the floor area of the room concerned. | <input type="checkbox"/> |
| Extensions built over windows to existing internal rooms may be lightened by way of a glazed area or other opening facing directly into an adjoining room if they comply with the BCA. | <input type="checkbox"/> |
| Hard wired smoke alarms may be required if the habitable room is a bedroom in accordance with the BCA. | <input type="checkbox"/> |
| Energy Efficiency Certification of compliance or verification to show the proposed habitable room will comply with the energy efficiency measures as described in the BCA. | <input type="checkbox"/> |
| Should a meter box exist within the proposed enclosure, it must be relocated to an external wall. | <input type="checkbox"/> |
| A carport may be converted to a habitable room if there is sufficient space elsewhere on the lot to provide a vehicle shelter. | <input type="checkbox"/> |

Note: A building permit is required prior to conversion work commencing. Refer to our [website](#) for further information or contact the Building and Development Teams on 9257 9999.