

## **BUILDING SERVICES**

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## **COMMERCIAL**Information Checklist 9

A building permit is required prior to the construction of all commercial buildings and any extension or alteration to an existing building, and the commencement of any structural works or laying out of a site. This checklist is designed to assist you in ensuring all information is provided at the time of your application. Applications can only be assessed if all required information is received at the time of submission. Incomplete applications may be declined or returned.

## ALL applications must be lodged online via our website.

When the estimated total value of work is more than \$20,000, a building permit can only be issued to a registered builder or a registered owner-builder. An owner may apply and obtain an owner builder approval from the Building Commission.

Checklist	
Development approval (if applicable). Refer to <u>Planning</u> to review the planning conditions, particularly	
those that require to be addressed prior to submitting a Building Permit application.	
Certified Application for a Building Permit (BA1) completed	
Certificate of Design Compliance (BA3) signed by a <u>registered building surveyor</u>	
Relevant <u>Building Fees &amp; Charges</u> paid	
Health application for the installation of an <u>effluent disposal</u> system for non-sewered areas	
Site Plan at a scale of 1:100 or 1:200 or 1:500	
Floor Plan at a scale of 1:100 or 1:200	
Elevations	
Cross Section	
Specifications specific to type of construction	
Signed Engineers details at a scale of 1:50 or 1:100	
Energy efficiency certification in accordance with Part J of the BCA	
Termite treatment details	
Bushfire Attack Level (BAL) assessment if in <u>Bushfire Prone Area</u>	

## **Non-Sewered Properties**

Non-sewered properties require additional site plan information.

Non-Sewered Site Plan - Scale of 1:100 or 1:200 or 1:500 depicting but not limited to:				
All proposed & existing buildings		Location of any water bodies including wells,		
All proposed & existing lot boundaries		bores & creeks		
Contours & finished floor levels		Location of soak wells, subsoil drains &		
Proposed effluent disposal system		easements		
Preferred location of disposal system		Details of any memorials on Title e.g.		
Signed maintenance agreement for ATU		requirements for an ATU or effluent disposal		
applications		envelope		

**Note:** This document is a guide only for most Building Permit Applications. Additional and specific information may be requested upon assessment of your application.

This publication has been prepared by the City of Kalamunda as a service to its residents. The material contained in this document is intended to help you to understand the rules and regulations. It does not purport to, nor is it intended to, constitute legal advice. It is provided in good faith as a public service. However, the City does not guarantee the accuracy of any of the information provided or of any statements made and it is the responsibility of readers to make their own enquiries as to the accuracy, currency and appropriateness of any information or advice provided. The City expressly disclaims liability, whether in negligence or otherwise, for any act or omission resulting from reliance on this document or for any consequence of such act or omission.