Pergolas, shade sails, sheds and water tanks

Building permit application checklist

Submission requirements

**To apply for a building permit for a pergola, shade sail, shed or water tank, you will need to submit the following information:**

□ A completed Building Permit application form (BA1 or BA2) signed by all the owners of the property and the builder

□ Two (2) copies of a scaled site plan (min scale 1:200) showing:

* + The location of the dwelling and other outbuildings / structures on the Lot
  + Setback distance of the proposed structure from Lot boundaries and existing buildings on the Lot
  + Dimensions of the proposed structure (overall width and length).

□ Two (2) copies of scaled elevation and cross-section drawings (min scale 1:100) showing:

* + Roof pitch and configuration (if applicable)
  + Footing size
  + Connection details (i.e. how the proposed structure will be attached to the wall or fascia of the existing residence, if applicable)
  + Type of roof cover and finish
  + Height of the proposed structure

□ Two (2) copies of a scaled floor plan (min scale 1:100) of the proposed structure (if applicable)

□ Water tank manufacturer specifications and if applicable, structural engineer certification

□ Building Permit application fee & other associated State Government levies (refer to current financial year Building Application Fee Schedule)

* + Please be advised that should Planning Approval be required for your proposed structure/s, it must be obtained from the City’s Statutory Planning Services prior to the lodgment of an application for a Building Permit.

**Please note: Even if there is an exemption from the requirement to obtain a Building Permit for your proposed structure/s, Planning Approval may still be required for the proposed structure/s.**

**Please contact the City’s Building Services for additional information on 9411 3444 or at** [**customer@cockburn.wa.gov.au**](mailto:customer@cockburn.wa.gov.au)