



Certified building permit application

Class 2 to 9 buildings

Submission Requirements

To apply for a Certified Building Permit, the following information would be required with your application:

FORMS

- Completed Building Permit Application Form BA1 (Certified)
- Completed BCITF Levy Form (or proof of pre-payment)
- Owner-Builder Approval from the Building Services Board (if applicable).
- Registered Builder's Details – Builder must provide registration number and sign the application form if works exceed \$20,000.

FEES

- Application fee plus associated State levies must be paid at time of lodgement of the application (refer to Building Application Fee Schedule).

PRESCRIBED INFORMATION – OTHER APPROVALS & CONSENT

- Water Corporation Approval of the proposed plans (if applicable)
- Planning Approval issued by the City of Cockburn's Statutory Planning Services for the proposed development (if applicable)
- If the proposal requires installation or alteration of an on-site sewage effluent system, provide evidence that the proposed plans have been submitted to and/or approved by the City of Cockburn Health Services
- If the proposal requires installation or alteration of an aquatic facility (Pool / Spa) as defined in the Health (Aquatic Facilities) Regulations 2007, provide evidence that the proposed plans have been submitted to and/or approved by the City's Health Services or Department of Health WA
- If the proposal will require the installation of a vehicle/driveway crossover and/or onsite stormwater drainage, evidence to be provided that the proposed plans have been submitted to and/or approved by the City of Cockburn's Engineering Services
- Provide consent (Form BA20) or court order in accordance with r.16(3) of the Building Regulations 2012 if the proposed works will encroach on other land
- Provide consent (Form BA20) or court order in accordance with r.16(3) of the Building Regulations 2012 if the proposed works is likely to adversely affect other land (required where boundary, parapet or retaining walls are proposed or for excavations up to or onto other land)
- Evidence of notification given to the Heritage Council of WA in accordance with s.20 of the Building Act 2011 and r.18 of the Building Regulations 2012
- A proposed building in a bushfire prone area may be subject to a BAL Assessment Report prepared by a suitably qualified bushfire assessor.



CERTIFICATE OF DESIGN COMPLIANCE (CERTIFIED APPLICATIONS)

- Provide a Certificate of Design Compliance from a registered Building Surveyor specifying the relevant drawings and specifications for each proposed structure and confirming compliance with the Building Code of Australia (BCA) and all referenced standards
- The CDC is to include details of compliance for any proposed Alternative Solutions to the BCA or if a declaration under s.39 of the Building Act 2011 has been issued by the Building Commissioner. A copy of the declaration must be provided with the application
- If applicable, the CDC is to include a copy of the comments by the Department of Fire and Emergency Services (DFES) and confirmation of compliance with DFES's advice or a statement with reasons for non-compliance
- The CDC is to include a statement with regard to any works that are likely to adversely affect other land.

More information and contact

Please contact Building Services for more information on building permit applications on 9411 3444 or at customer@cockburn.wa.gov.au