



# UNCERTIFIED BUILDING - BA2 Application Checklist

*A Breath of Fresh Air*

Please submit application along with this checklist to: [shire@harvey.wa.gov.au](mailto:shire@harvey.wa.gov.au)

Required Information	Checklist
<b>Application Form</b> <ul style="list-style-type: none"><li>Completed <a href="#">Uncertified BA2</a> application form</li><li>All sections of the form must be completed.</li><li>All property owner/s must be named on the form and signatures where applicable</li><li>Estimated Building Cost: <i>must accurately reflect the costs including all labour, materials and services. Application may be rejected if cost is inaccurate</i></li><li>The Applicant and Builder need to sign the relevant sections</li></ul>	<input type="checkbox"/>
<b>BCITF Levy payment receipt</b> <ul style="list-style-type: none"><li>This is required for all works with an estimated cost of construction above <b>\$20,000</b></li><li>Can be paid online at <a href="http://ctf.wa.gov.au">BCITF Levy - Construction Training Fund (ctf.wa.gov.au)</a> please provide receipt with application when submitting</li></ul>	<input type="checkbox"/>
<b>Building Fees &amp; Charges</b> <ul style="list-style-type: none"><li>Please refer to: <a href="#">Shire of Harvey - Building Schedule of Fees and Charges</a></li></ul>	<input type="checkbox"/>
<b>Owner Builders:</b> <a href="#">Owner Builder</a> Approval (from Building & Energy) if works exceed \$20,000 <b>Registered Builder:</b> Will require Home Indemnity Insurance if works exceed \$20,000 click on link for further information: <a href="#">Home indemnity Insurance</a>	<input type="checkbox"/>
<b>Planning Approval:</b> Approval No. _____ / _____ (if applicable)	<input type="checkbox"/>
<b>Health Approval:</b> Approval No. _____ / _____ (if applicable) <ul style="list-style-type: none"><li><i>Apparatus for the treatment of sewerage is assessed by Environmental Health Services and approved prior to issuing the building permit.</i></li></ul>	<input type="checkbox"/>

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<p><b>Plans and supporting documentation which may be required</b></p> <ul style="list-style-type: none"> <li>• <b>Home Indemnity Insurance for Class 1A (HII):</b> <ul style="list-style-type: none"> <li>• Owner Builders may be exempt under <a href="#">Home Building Contracts Act 1991</a></li> </ul> </li> <li>• <b>Architectural Drawings:</b> <ul style="list-style-type: none"> <li>• Site plan</li> <li>• Dimensioned floor plan</li> <li>• Elevations</li> <li>• Cross sections and details including Wet Areas if applicable</li> <li>• Electrical layout - including smoke alarms (For Dwellings Only)</li> </ul> </li> <li>• <b>Structural Engineering details and drawings:</b> <ul style="list-style-type: none"> <li>• Site classification report</li> <li>• Footing and slab design including steel reinforcement</li> <li>• Wall and roof framing design</li> <li>• Retaining walls &gt; 0.5m high</li> </ul> </li> <li>• <b>Energy Efficiency Compliance Certificate (7 star) (For Dwellings Only)</b></li> <li>• <b>Bushfire Attack Level report (BAL):</b> <ul style="list-style-type: none"> <li>• <a href="#">Map of Bush fire prone areas</a></li> <li>• <a href="#">Bushfire Material Specification Sheet</a></li> </ul> </li> <li>• <b>Termite Treatment</b></li> <li>• <b>Onsite Stormwater management plan</b></li> <li>• <b>Specifications</b></li> </ul>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

Once a complete application has been received the applicant will receive a payment request.

**Enquiries:** Building Services (08) 9729 0380 or email at [shire@harvey.wa.gov.au](mailto:shire@harvey.wa.gov.au)