



## SHIRE OF HARVEY

<b>BA2 APPLICATION FOR BUILDING PERMIT - UNCERTIFIED CHECK SHEET</b>	<b>CLASS 10</b>
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**Class 10a** = Residential outbuilding, shed, patio, carport, garage, pergola or timber deck (>0.5m high or in Bushfire Prone area). Note: shade cloth covered and open frame pergolas and shade sails less than 20m<sup>2</sup> in floor area and less than 2.4m high generally don't require a building permit.

**Class 10b** = Swimming Pool/Spa (>300mm depth), Retaining Wall (>500mm high), Masonry Fence (>750mm high), Other Fencing, Screening (>1.8m high), Water Storage Tanks (>5000L capacity), Signs, Masts, Soakwells, Solar Panels (Fitted to Class 2-9 buildings). Note: 10b structures don't require a registered builder

Attached √	INFORMATION REQUIRED
<input type="checkbox"/>	<b>Form BA2</b> = Uncertified Building Application. Please Note a BA3 Certificate of Design Compliance Is inclusive by Permit Authority. Forms and Guides Info via Building Commission link - <a href="https://www.commerce.wa.gov.au/building-commission/building-approval-forms-0">https://www.commerce.wa.gov.au/building-commission/building-approval-forms-0</a>
<input type="checkbox"/>	<b>2 detailed hard copies (not electronic) of:</b> 1:200 scale Site Plan, 1:20 scale sectional drawings, 1:100 scale elevations, specifications and engineered details.
<input type="checkbox"/>	<b>Water Corporation:</b> Please note if you are building in an area serviced by Water Corporation, you also need their approval prior to construction. Applications can be done via their website; Water Corporation building application info via link - <a href="https://www.watercorporation.com.au/home/builders-and-developers/building/lodging-a-building-application">https://www.watercorporation.com.au/home/builders-and-developers/building/lodging-a-building-application</a>
<input type="checkbox"/>	<b>Fees attached or paid</b> – Credit card authorisation form link - <a href="http://www.harvey.wa.gov.au/wp-content/uploads/sites/161/2015/09/CREDIT-CARD-PAYMENT-AUTHORISATION.pdf">http://www.harvey.wa.gov.au/wp-content/uploads/sites/161/2015/09/CREDIT-CARD-PAYMENT-AUTHORISATION.pdf</a>

Attached √	N/A √	ADDITIONAL INFORMATION REQUIRED IF APPLICABLE
<input type="checkbox"/>	<input type="checkbox"/>	<b>BCITF levy form or payment receipt</b> = 0.20% of <i>Estimated Construction Value</i> Applicable if ECV including GST exceeds \$20,000. BCITF information via link - <a href="https://bcitf.org/about-us/training-levy">https://bcitf.org/about-us/training-levy</a>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Planning Consent</b> – <i>Applicable if outside the Residential Design Codes or District Planning Scheme (DPS No.1) guidelines or Outbuilding Policy e.g; reduced boundary setback, etc.) or within a Landscape protection area.</i> For further information regarding Planning policy phone 9729 0300 to speak to a Shire Planning Officer.

<input type="checkbox"/>	<input type="checkbox"/>	<b>Registered Builders details</b> or owner builders licence details ( <i>only applicable if construction value is over \$20,000 for class 10a structures only, class 10 b structures don't require a registered builder.</i> ) Exemptions can apply for Rural locations.
<input type="checkbox"/>	<input type="checkbox"/>	<b>BA20 Form – Work affecting other land.</b> If the proposed works show encroachment on adjoining land or works that will adversely affect an adjoining property then neighbours consent is required prior to issue of the Building Permit. Form available: <a href="http://www.harvey.wa.gov.au/forms-and-fees/">http://www.harvey.wa.gov.au/forms-and-fees/</a>
<input type="checkbox"/>	<input type="checkbox"/>	<b>BA20A Form – Work affecting other land – access only –</b> If the proposed works involve removing a fence/working on boundary requiring access to neighbours land etc the Builder/Owner is to obtain neighbours consent prior to works commencing. Form available: <a href="http://www.harvey.wa.gov.au/forms-and-fees/">http://www.harvey.wa.gov.au/forms-and-fees/</a>

### FEE INFORMATION

The Fee schedule is available at the Shire of Harvey office or on our website - Forms and Fees via link <http://www.harvey.wa.gov.au/forms-and-fees/>. Fees to be paid with credit card authority form or other approved method on submitting an application for building permit. A Building Permit will not be processed until payment has been made.

Total **minimum fee due** = \$159.35 (includes \$97.70 permit fee, plus \$61.65 Building Services levy).

**Please note;** Additional or increased fees apply according to estimated construction value;  
>\$20,000 = BCITF. >\$45,000 BSL.

### NOTE:

**Applications submitted without all of the above applicable items will not be accepted and will be returned.**

**The Building Act 2011 requires that all applicable approvals, including planning approval, are obtained prior to lodgement of a building permit application.**

**This list is not a complete list of all requirements but is a general guide of the minimum information required.**

### Where To Lodge Your Application

Harvey Administration Office – 102 Uduc Road, Harvey  
Australind Administration Office – Mulgara St, Australind (behind Australind Village Shopping Centre)  
Postal – P O Box 500, Harvey WA 6220

Building Permit Applications are processed in the order in which they are received and under the Building Act 2011 Council has **25 working** days in which to process your application. The Builder will receive by mail one set of the plans and specifications with the permit – the second set will be retained by the Shire of Harvey.

SHOULD YOU REQUIRE ANY FURTHER INFORMATION OR ASSISTANCE PLEASE DO NOT HESITATE TO CONTACT THE SHIRE'S BUILDING DEPARTMENT ON (08) 9729 0330.

## General Information

**Residential Sheds** in most residential zoned areas can be setback a minimum of 1m from rear and side boundaries. Outbuildings which singly or in aggregate, do not exceed the site cover for the lot under the relevant residential planning codes in reference to floor area, but shall not exceed 120m<sup>2</sup> in floor area and for which the maximum height does not exceed 4.5m with a wall height of 3m.

Concession is given for one **small garden shed** structure, total aggregate of 10m<sup>2</sup> or less and does not require a building approval.

**Patios and Carports** in most residential zoned areas setback a min of 1m from rear and side boundaries.

**Swimming pools and spas issued with a building permit after May 1 2016** - barriers must be built in line with Australian Standards (AS)1926.1-2012 (*Safety barriers for swimming pools*) and (AS)1926.29 (*Location of swimming pool barriers*). A permanent compliant barrier must be installed prior to the expiry date indicated on the permit (6 months) and prior to its use. The builder named on the permit is required to notify the shire with a BA7 notice of completion within 7 days of completion and before the permit expiry date. Failure to comply may result in fines or prosecution. Rules for Pools and Spas Booklet May 2016.

**Soak wells** - separate Building Permits for soak wells are possible if required. Storm water discharge from buildings must be diverted away from structures and contained on site within the lot boundaries. Soak wells may be required for some dwellings and most industrial sites at the rate of 65m<sup>2</sup> surface area to 1m<sup>3</sup> capacities.

**Retaining walls** that retain more than 500mm high are required to have a building permit. Neighbours written permission is required if accessing adjoining property. BA20A form or BA20 form. Forms available via link <http://www.harvey.wa.gov.au/forms-and-fees/> (***please be aware that engineered detail may be required for walls greater than 900mm high.***)

**Walls and fences** etc, Boundary fencing is governed by the Dividing Fences Act 1961. Dividing Fences info and guide link <https://www.commerce.wa.gov.au/building-commission/dividing-fences-0>. Council's obligation is to specify a sufficient fence for the purpose of the Act.

**Water storage tanks** - construction, erection assembly or placement of a water storage tanks with a capacity of more than 5000 Litres are required to have a building permit.