

BUILDING APPLICATIONS – GENERAL INFORMATION



DOCUMENT NO: BIS 001

INTRODUCTION

The City of Karratha Building Services Team is available to provide assistance and information for builders and owners with the aim of creating a safe built environment within the City.

The Western Australian *Building Act 2011* and the associated *Building Regulations 2012*, require approvals to be obtained prior to undertaking any building works. Whilst there are some exemptions in the regulations for minor structures, most of these do not apply within the City of Karratha due to our location within a Region D wind zone (cyclonic).

The Act and Regulations outline what building works require building permits and the standards to which works are required to comply. All building works are required to comply with the National Construction Code (NCC), which consists of the Building Code of Australia volumes one and two and the Plumbing Code of Australia (Volume three).

Current legislation allows for building applications to be submitted as either certified or uncertified applications.

CERTIFIED APPLICATIONS – BA01

A certified application is an application that has been assessed by a private Building Surveyor Contractor for compliance with the NCC prior to submitting to the City. The Building Surveyor prepares a Certificate of Design Compliance (CDC) for the proposed works and this certificate along with all of the plans and documents referenced within it are lodged with a BA01 Form - Application for Building Permit – Certified.

Certified applications can be submitted for any building classification. Once lodged the City has ten business days to process the application. In this instance the City is responsible only for the issuing of the building permit and as such all questions relating to the approved plan set should be directed to your nominated building surveyor.

UNCERTIFIED APPLICATIONS – BA02

Uncertified applications are those for which a Certificate of Design Compliance has yet to be issued and in lodging to the City you are requesting that the City's Building Surveyor undertake the assessment of the proposed works and issue the Certificate of Design Compliance. In this instance the plans and documentation required to assess the proposed works need to be submitted to the City with a BA02 form – Application for Building Permit Uncertified. Refer to the City's information sheets for the documentation required for different types of structures.

Uncertified Applications can only be submitted for Class 1 and 10 buildings and the City has 25 business in which to assess your application and request any additional information if required. As the City is undertaking the assessment any questions you may have regarding your approval can be directed to the City's Building Surveyor.

REGISTERED BUILDERS

When lodging a building permit application for works with an estimated value of greater than \$20,000, you will be required to nominate a registered builder. A full list of registered builders can be found on the web page for the Building & Energy Division of the Department of Mines, Industry Regulations and Safety (DMIRS). When engaging a contractor to undertake works it is important to ensure they are suitably qualified.

Note – works associated with Class 10b structures such as swimming pools, fencing and shade sails do not require a registered builder, regardless of the works value.

OWNER BUILDERS

An alternative to engaging a registered builder is to undertake the works as an owner builder. If the estimated value of the proposed works exceeds \$20,000 you will need to submit an application for an Owner Builders Licence through DMIRS prior to submitting your building permit application. Restrictions apply to the type of works that can be undertaken as an owner builder. It is also important to note that you can only be issued approval as an owner builder once every six years.

For further information on becoming an Owner Builder refer to the Building & Energy Division of the DMIRS web page.

ESTIMATED VALUE OF WORKS

All building permit applications require the applicant to indicate the estimated value of the works. The method by which this is calculated is prescribed in Schedule 1 of the Building Regulations. It is important to remember it is a valuation, not the actual cost.

APPLICATION FEES

Application fees are based on the estimated value of works and the type of application being submitted. Please refer to the Fees & Charges Information Sheet for a full list of the application fees for each type of application.

ADDITIONAL INFORMATION

If you would like additional information on building applications, please contact:

City of Karratha, Building Services

Ph: (08) 9186 8555

E-mail: building.user@karratha.wa.gov.au

Website: <https://karratha.wa.gov.au/building-and-land>

DISCLAIMER

This information sheet is provided as generalised information. While we aim to keep the content of this document current and accurate, we accept no responsibility or warranties for actions based on the information provided. The City of Karratha encourages you to seek professional advice before acting on any information contained within this document. Please contact the city of Karratha if you wish to comment on the forms provided and information contained within. Any reported errors will be amended.