



# Shire of Wickepin

## Building Application Checklist

Planning Application Approval (unless advised in writing otherwise by CEO or Building Surveyor)	
Completed 'Building Application' form (including builders signature- on front of Envelope) (Uncertified BA2 or Certified BA1)	
Registered Builder's Number (for buildings over \$20,000 and Home Indemnity Insurance)	
Owner builders need to obtain approval from the Builders Registration Board for any building work to dwellings over \$20,000 Application form available from <a href="http://www.builders.wa.gov.au">www.builders.wa.gov.au</a>	
2 Sets of Drawings (& Specifications where information not on drawings)	
Site Plan:1:200 (showing) <ul style="list-style-type: none"> <li>- North direction,</li> <li>- Dimensions of block &amp; contours,</li> <li>- Street Names,</li> <li>- Existing &amp; proposed buildings, retaining walls, etc.</li> <li>- All setback &amp; separation distances,</li> <li>- Car Parking &amp; Landscaping,</li> <li>- Storm water disposal,</li> <li>- Locations of existing / proposed septic system.</li> </ul>	
Floor Plan: (minimum scale 1:100 - showing) <ul style="list-style-type: none"> <li>- Fully dimensional,</li> <li>- Show all doors, windows, staff facilities, etc,</li> <li>- Emergency Services.</li> </ul>	
Elevations & Cross Sections: (minimum scale 1:100) <ul style="list-style-type: none"> <li>- Minimum two (prefer four), plus one 'Transverse (Cross) Section', <u>all</u> structural detail, footings, material sizes, etc.</li> </ul>	
Structural drawings from a practising structural engineer stating <ul style="list-style-type: none"> <li>- Owners name</li> <li>- Site Address</li> <li>- <u>Original</u> signature</li> <li>- Date</li> <li>- Certified</li> </ul>	
Completed 'Building and Construction Industry Training - Levy Payment Form' (for buildings over \$20,000) Form available	
Energy Efficiency Certification for dwellings including additions to be provided by a certified practitioner.	
Completed application form for on-site effluent disposal systems.	