

GENERAL CHECKLIST FOR UNAUTHORISED CLASS 2-9 BUILDINGS

Class 2-9 Buildings include factories, Mixed use development, shops, warehouses etc.

Information required

Application Form (Form BA09- Application for Occupancy permit) completed

Application forms and guides are available from the Building Commissions website - (A certificate of Building Compliance must accompany this form)

<http://www.buildingcommission.wa.gov.au>

CTF Levy – payable when value of works is above \$20,000. A CTF levy form payment receipt is to be submitted with your application.

Certificate

A Certificate of Building Compliance (BA18) - Certified by a private registered Building Surveyor. All plans listed on this certificate must be provided with the application.

Note: The Building Surveyor must be registered under the Building Services (Registration) Act 2011, and the Certificate of Building Compliance must be submitted along with the BA09 form (as above)

Planning Approval

Please check with our Planning Department on whether your proposal requires a planning approval.

Fees Payable

All applicable fees are calculated prior to submission of the application.

This list is not a complete list of all requirements but is a general guide of the minimum information required. If you have any further questions or queries please contact the City of Swan's Building Department on (08) 9267 9267.

11th July 2014