

Application for

Certificate of Building Compliance

BA11: Occupancy Permit Strata (Class 2-9)

BA15: Building Approval Certificate Strata (Class 1)

Building Act 2011

Building Regulations 2012

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Office use Only

Application Number

Application Form

Property Address

Lot Number:	House Number:	Street Name:
Suburb & Post Code:		

Please indicate the type of Structure

- Grouped Dwelling Residential Units Factory
- Office Shop Warehouse
- Other:
(Please state the Building/structure type)

Applicant Details

Applicant Name:

Applicant Address:

Applicant Preferred Numbers: (Mobile)

Applicant Email Address:

I wish to engage the services of the City of Swan to prepare a Certificate of Building Compliance as per the attached Terms and Conditions.

I hereby certify that the plans, drawings and other documentation provided or subsequently supplied at the request of the City of Swan, are a current and accurate representation of the proposed structure(s) to which this application relates.

I hereby acknowledge that the Certificate of Building Compliance does not constitute an approval under the Strata Titles Act 1985 the proposed structure and that a separate Occupancy Permit Strata (Class 2 -9) or Building Approval Certificate Strata (Class 1) application must be submitted under the Building Act 2011.

Applicant's Signature:

Date:

Terms and Conditions

Application

1. The Applicant wishes to submit an application for a Strata Subdivision and seeks to engage a Building Surveyor of the City of Swan to prepare the Certificate of Building Compliance.
2. The City has agreed to provide the service of a Building Surveyor upon the terms and conditions contained in this Application.
3. The Applicant must complete the attached application form and submit it with the documents as listed below/where applicable:

Technical Documents:

- Strata Plans
 - Form 24 and Form 26 (when applicable/or a copy of the Form 26 Approval)
 - Builder's Certification that the building complies with the Approved Building Permit
 - Stormwater Certification
 - Termite Notifications for Residential Development
 - Structural Certification
 - Electrical Certification
 - Plumbing Certification
- Additional documents for specific requirements e.g. hydraulic and fire separation

4. Fees are payable at lodgement.
5. The Applicant should retain a copy of this document.

Fees

The rates quoted below are inclusive of GST

Minimum 2 hour Assessment Fee	\$326.40
Strata Title Fees	As per the WAPC Schedule of Fees
Additional Assessment Fee (per hour)	\$162.90

Note:

Where extra information or amended documentation is required, an additional hourly fee will be payable.

- **Fees are non-refundable**

Applicant's Initial _____

Provision of Certificate

1. The City undertakes to provide a suitably qualified Building Surveyor to examine the drawings and to address any specified requirements contained in the Building Act 2011.
2. The Applicant acknowledges that this Application relates only to the provision by the City of a Certificate of Building Compliance and that other documentation, assurances, certifications and fees are required to allow the City, as permit authority, to grant an Occupancy Permit Strata or Building Approval Certificate Strata.
3. Additional costs will apply for:
 - a. Meetings that the City attends on behalf of the applicant
 - b. Extra site inspections
 - c. Additional expenses including photocopying, printing and courier charges
4. If the Applicant has not addressed any request by the City for information within 21 days or there is an outstanding payment due, the City may decline to act
5. The City will not approve or issue the Certificate of Building Compliance until all fees are paid.
6. The obligations of the City terminate on the provision of a Certificate of Building Compliance to the Applicant unless otherwise agreed by the parties in writing.

How to lodge this application

By Email: eApplications@swan.wa.gov.au
By Mail: PO Box 196, Midland WA 6936
In Person: City of Swan Administration Centre, 2 Midland Square, Midland
By Fax: 08 9267 9444

Applicant's Initial _____