

BA1 - CERTIFIED Building Application Checklist

Please submit application along with this checklist to: records@dardanup.wa.gov.au

Attached	Required Information
<input type="checkbox"/>	<p>Application Form</p> <ul style="list-style-type: none"> - Completed BA1 – Certified Application form - All sections must be completed - All property owner/s must be named on the form and signatures where applicable - The Builder and Applicant must sign and date the relevant sections <p>Link for further information: BA01 – Application for building permit (certified)</p>
<input type="checkbox"/>	<p>BA3 - Certificate of Design Compliance (CDC) – Completed by a Private Building Surveyor</p> <p><i>Documents that may be required</i></p> <ul style="list-style-type: none"> - Architectural Drawings - Structural Engineering details and drawings with certification - Site Classification Report - Energy Efficiency Compliance Certificate (7 star) - Bushfire Attack Level Report (BAL) if applicable - Termite treatment - Onsite stormwater management plan - Specifications <p>Link for further information: BA03 – Certificate of design compliance</p>
<input type="checkbox"/>	<p>Registered Builder details or Owner Builder’s Licence</p> <ul style="list-style-type: none"> - Required if works exceed \$20,000 <p>Link for further information: Owner-builder approval</p>
<input type="checkbox"/>	<p>(Class 1 Buildings only) Home Indemnity Insurance</p> <ul style="list-style-type: none"> - Copy of insurance policy if registered builder (not applicable for Owner Builder) <p>Link for further information: Home indemnity insurance</p>
<input type="checkbox"/>	<p>BCITF Levy payment receipt</p> <ul style="list-style-type: none"> - This is required for all works with an estimated construction value (ECV) above \$20,000. Calculated as 0.20% of ECV - The levy can be paid online: BCITF Levy - Construction Training Fund - Please provide receipt with application when submitting
<input type="checkbox"/>	<p>Planning Approval (if applicable)</p> <p>Approval No. _____</p> <ul style="list-style-type: none"> - Planning approval is required for grouped dwellings, ancillary dwellings, R-codes variations (reduced boundary setbacks or oversize) and/or if it is required in accordance with Local Planning Scheme (LPS9) and Local Planning Policies. <p>R-codes – State Planning Policy - Residential Design Codes Volume 1 - (Including Medium Density)</p> <p>Link for further information: Local Planning Scheme No.9 and Local Planning Policies</p>
<input type="checkbox"/>	<p>Health Approval (if applicable)</p> <p>Approval No. _____</p> <ul style="list-style-type: none"> - Apparatus for the treatment of sewerage is assessed by Environmental Health Services and approved prior to issuing the building permit. <p>Septic Application Form: Septic System Application to Construct or Install</p>

Once a complete application has been received the applicant will be contacted by phone for payment of the application fees. Please refer to the Shire website for the [Building Schedule of Fees and Charges](#)

Enquiries: Building Services (08) 9724 0000 or email records@dardanup.wa.gov.au