



DWELLING AND HABITABLE ADDITIONS UNCERTIFIED BUILDING APPLICATION CHECKLIST

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- Completed BA2 – Application for Building Permit – Uncertified
- Relevant Fees.
- 1 x Site Plan (Scale 1:200) - The site plan must show a contour survey or spot levels, proposed finished floor levels, the distance the proposed structure will be setback from the lot boundaries, septic systems & north point.
- 1 x Elevations (Scale 1:100)
- 1 x Floor Plan (Scale 1:100)
- 1 x Building Specifications
- 1 x Energy Efficiency Compliance Report
- 1 x Engineers Details (if required)
 - Site Inspection
 - Footing & Slab Detail
 - Retaining Wall Details
 - Report on existing retaining wall
- Termite Management Solution
- Home Indemnity Insurance or Owner Builder Certificate (not required if less than \$20,000)
- Health Application – Septic Tank (if required)
- Development Application (if required)
- Bushfire Attack Level (BAL) Assessment/Report (if required)
- Any Performance Solution (if required)

Please note that further information may be required for certain applications and is at the discretion of the Building Surveyor assessing the plans.

Disclaimers:

1. In line with the Shire's recordkeeping requirements, please ensure that the information included on any application form is accurate and complete. Please also retain a copy of the completed form before submitting with the Shire as the form and any supporting documents will not be returned. The Shire accepts no responsibility for any loss, damage, liability or inconvenience suffered by any person as a result of using an application form or lodging an application form with the Shire.

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