

APPLICATION FOR APPROVAL



PLEASE TICK WHICH APPROVAL IS BEING SOUGHT & COMPLETE THE APPROPRIATE SECTION(S) ONLY

- Building Licence
 Sign Licence

- Planning Approval
 Unapproved Structures

- Demolition Licence
 Preliminary Approval

PROPERTY DETAIL

Lot No. _____ Street No. _____ Street Name _____

Suburb _____ Sewered/Septic _____

OWNER DETAIL

Given Names _____

Surname _____

Address _____

Phone: Home _____ Work _____ Mob _____

SIGNATURE(s) _____

The **SIGNATURE** of the landowner(s) is required for **Planning Approval**, **Demolition Licence** and **Sign Licence**.

This application **will not proceed** without a signature(s).

- APPLICANT DETAIL** (To be completed only if different from the owner).
If Applicant also 'Builder' then **Builder Section MUST** be signed.

Full Name _____

Address _____

Phone: Home _____ Work _____ Mob _____

Fascimile _____ Contact Name _____

Signature _____

- BUILDER DETAIL** (Person to whom licence is to be issued including **Sign** or **Demolition** licence). Not applicable for Unapproved Structures applications.

Name _____ BRB /Reg No. _____

Mailing Address _____

Phone: Work _____ Mob _____ Facsimile _____

Building Details: Area m² _____ Outbuilding Area m² _____ Bldg Height _____

Est. Value of the proposed Construction including GST \$ _____

Est. Value of the proposed Construction excluding GST \$ _____

Signature: (must be completed) _____

Return Licence Approval by Post? Yes No

BUILDING OFFICE USE ONLY

Date Rec'd _____

Bldg. Srvyr. _____

DAP/Lot History _____

Parcel No. _____

Appn No. _____

Hll _____

Bldr No: _____

Bldr Job No: _____

FEES

Appn Fee _____

BRB _____

BCITF _____

Demo Appn No. _____

Sign Lic Appn No. _____

CONTACT

R/R _____

Advised _____

Posted _____

E-Mailed _____

PLANNING APPROVAL

Description of Development/or Proposed Use: _____

Approx. Cost of Development: _____

Est. Date of Completion: _____

PLANNING OFFICE USE ONLY

Action Officer _____ Date Received _____

Authority Application No. _____ File Ref: _____

Parcel No. _____ Applicant No. _____

Application Fee \$ _____ Date Sought _____ Date Received _____

Receipt No. _____

Planning Account No. 711 Planning Application Fee

BUILDING APPROVAL

Type of Work:

New Buildings

- 1A New Building
- 1B Display Home
- 1C Preliminary Application
- Other (specify) _____

Alterations/Additions

- 2A Habitable
- 2B Internal Additions
- 2C Garage
- 2D Carport
- 2E Verandah
- 2F Pergola
- Other (specify) _____

Outbuildings

- 9A Habitable
- 9B Workshop
- 9C Carport
- 9D Above ground pool
- 9E Below ground Pool/Spa
- 9F Retaining Wall
- 9I Garage
- 9J Garden Shed
- Other (specify) _____

Commercial

- 40 Shops
- 50 Factories
- 60 Offices
- 70 Warehouses/ Storage
- 80 Education
- Other (specify) _____

Termite Treatment Method

- Physical
- Chemical

DEMOLITION LICENCE

Type of Building/Structure: _____ Number of Storeys: _____

Rat Bait Certificate Issued: Yes No Type/Date Laid: _____

Whole or Part Demolition –Details: _____

Demolition Contractor Name: _____ Signature: _____

Address: _____ Phone No.: _____ Fax No.: _____

SIGN LICENCE:

Type of Sign: _____ Position: _____ Dimensions: _____

Materials: _____ Illumination – Internal/External: _____

FEE STRUCTURE FOR BUILDING APPLICATIONS

APPLICATION TYPE	FEE
Builders Registration Board Fee (Applicable on all building licence applications)	\$37.00
BCITF Fee (Applicable on both residential and commercial applications where the value of construction (including GST) exceeds \$20,000.00.	Value of Construction x 0.2% e.g. \$220,000.00 x 0.2% = \$440.00
Residential Building Licence Applications Where the value of construction excludes GST	Value of Construction x 0.35% e.g. \$200,000.00 x 0.35% = \$700.00 MINIMUM FEE: \$40.00
Residential Building Licence Applications Where the value of construction includes GST	10 ÷ 11 x (value of construction) x 0.35% e.g. 10 ÷ 11 x \$220,000.00 x 0.35% = \$700.00 MINIMUM FEE: \$40.00
Commercial Building Licence Applications Where the value of construction excludes GST	(value of construction) x 0.2% e.g. \$200,000.00 x 0.2% = \$400.00 MINIMUM FEE: \$40.00
Commercial Building Licence Applications Where the value of construction includes GST	10 ÷ 11 x (value of construction) x 0.2% e.g. 10 ÷ 11 x \$220,000.00 x 0.2% = \$400.00 MINIMUM FEE: \$40.00
Unapproved Structures (Retrospective Application)	\$220.00 (includes GST)
Permanent Sign Licence Temporary Sign Licence <i>Note: Sign Licence will be issued to the person indicated in "Builders Details".</i>	\$25.00 each – maximum \$50.00 for multiple signs. \$25.00 each – maximum \$50.00 for multiple signs. Scaled plans are required to show the position, design, method of construction and proposed method of illumination of the sign. (2 copies necessary).
Demolition Licence <i>Note: Demolition Licence will be issued to the person indicated in "Builders Details".</i>	\$50.00 Per Storey It is necessary to comply with strict removal/disposal requirements when demolishing buildings containing asbestos products.
Preliminary Application	25% of the fee for the issue of a building licence to carry out the proposed construction described in the plans. MINIMUM FEE: \$40.00

SUBMITTED APPLICATIONS ARE REQUIRED TO HAVE TWO (2) COPIES OF ALL PLANS

SITE PLAN (drawn to 1:200 scale)

- Setback dimensions – from boundaries and existing buildings.
- Is neighbour input required? If so provide "Adjoining Property Owners Comment form".
- Are septic/leach drains shown?
- Provide contours, datum point and finished floor level.
- Retaining walls: engineers design and verification if over 1.0 metre high.
- Is a PAW or reserve adjoining?
- Provide north point, lot number, lot size and shape
- Indicate the location of the street.
- Building envelope location and dimensions.
- Vegetation e.g. substantial trees.

SECTION (drawn to 1:50 scale)

- Footings: - sizes and reinforcing, if any, must be shown.
- Slab: thickness and reinforcing if any, must be shown.
- Engineer detail of footing/slab, if required.
- Wall structure: masonry/framed/composite/columns/piers/posts/stirrups.
- Roof tie down method: how far down the wall and how it is fixed?
- Beams/trusses/purlins/girts/rafters/struts, sizes and specifications.
- Method of attachment to existing building e.g. tothing/dowells/brackets/masonry anchors/
- bolts/screws, etc.
- Vertical heights: wall/rise of roof/under beams, ceiling, etc to be dimensioned.

CROSSOVERS – ENGINEERING & PARKS

(Ph: 9528 0388)

- Prior approval to construct a crossover is not required.
- The crossover must meet all City Specifications.
- Once the crossover has been constructed a subsidy can be applied for.
- The subsidy amount will depend on the length of the road verge.
- The subsidy application form is included with the specifications.

FLOOR PLAN (drawn to 1:100 scale)

- All horizontal dimensions including wall thickness.
Wall construction e.g. double or single leaf brickwork, stud frame.
- Any required beams e.g. strutting, bulkhead or verandah.
- Doors, windows and other openings must be shown.

ELEVATIONS (drawn to 1:100 scale)

- Doors, windows, openings, sizes and positions.
- Cladding: type, fixings and finish.
- Gutters & downpipes.

SPECIFICATIONS

A description of the materials to be used and the methods employed for the application/installation of those materials that will indicate the building will comply with the BCA.

UNEXPLODED ORDNANCE

- Warnbro Dunes "The Bay" Subdivision and old Warnbro Townsite requires FESA : Unexploded Ordnance (UXO) Services clearance prior to commencement of building work including installation of pools, additions, septic tank systems, etc. Search fees apply.

Contact the UXO Branch on 9381 7218 for information.

SEPTIC TANK APPLICATIONS – HEALTH SERVICES

(Ph: 9528 0315)

- Applies to non-sewered sites only.
- Building applications must be accompanied by an Application to Construct or Install an Apparatus for the Treatment of Sewerage form.
- All fees (with the exception of the Health Department of WA application fee) should be made payable to the City of Rockingham

FEE STRUCTURE FOR PLANNING APPLICATIONS

APPLICATION TYPE	FEE
Determination of an Application for Planning Approval (other than an Extractive Industry) where the estimated cost of the development is:- a) not more than \$50,000 b) more than \$50,000 but not more than \$500,000 c) more than \$500,000 but not more than \$2.5M d) more than \$2.5M but not more than \$5M e) more than \$5M but not more than \$21.5M f) more than \$21.5M	\$123 0.23% of the estimated cost of the development \$1,415 + 0.18% for every \$1 in excess of \$500,000 \$5,846 + 0.15% for every \$1 in excess of \$2.5M \$10,462 + 0.10% for every \$1 in excess of \$5M \$30,769 and if the development has commenced or been carried out, an additional amount, by way of penalty, that is twice the amount of the maximum fee payable for determination of the application under paragraph (a),(b),(c),(d),(e) or (f)
Renewal of Approval for a previously assessed and approved Application	50% of the Scheduled Fee
Determination of an Application for Planning Approval for an Extractive Industry	\$615 and if the development has commenced or been carried out, an additional amount of \$1,230 by way of a penalty
Application for approval of a Home Occupation or Home Business	\$185 and if the home occupation has commenced, an additional amount of \$370 by way of penalty
Application for change of use* or for change of continuation of non-conforming use where development is not occurring or Section 40 Certificate (Liquor Licensing):- * includes Bed & Breakfast Accommodation, Offices, Child Care Centres, residential Buildings, Rural Pursuits, Rural Industries, Commercial (Use Only) and Commercial Vehicle Parking	\$246 and, if the change of use or the alteration or extension or change of the non-conforming use has commenced, an additional amount of \$492 by way of penalty.
Building Envelope Variation	\$300

GENERAL INFORMATION REQUIRED FOR PLANNING APPLICATIONS

1. A completed Application for Approval (copy attached), signed by the landowner or party acting under written authority from the landowner.
2. The relevant Planning Application Fee, as detailed above.
3. A written explanation of the proposal that expands on the information in the Application for Approval.
4. Three (3) scaled (1:100 or 1:200) which show:
 - (i) street names, lot number(s), north point and the dimensions of the site;
 - (ii) the existing and proposed ground levels over the whole of the land the subject of the application and the location and height and type of all existing structures, and structures and vegetation to be removed;
 - (iii) the existing and proposed use of the site and dimensioned position of buildings and structures to be erected on the site;
 - (iv) the existing and proposed means of access for pedestrians and vehicles to and from the site;
 - (iv) the location, number, dimensions and layout of all car parking spaces intended to be provided;
 - (v) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas;
 - (vi) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the same;
 - (vii) the nature and extent of any open space and landscaping proposed for the site;
 - (viii) existing and proposed walls and fences;
 - (ix) existing and proposed sealed areas;
 - (x) stormwater drainage and on-site disposal;
 - (xi) existing and proposed levels, embankments and retaining walls (where the proposed development involves alterations to the natural level of the ground); and
 - (xii) Any other information that the City can reasonably require to enable the application to be determined.

If you require further assistance please call the City's Planning Services on (Ph) 9528 0341.