

Checklist for Application Form BA1

Building Permit Certified

	Required Information	Yes/No (If no, provide reason)
1	Completed BA1 application form: <ul style="list-style-type: none"> - Signed by all owners of the land/property (where required) - With registered builder's signature and registration number where works exceed \$20,000.00 in value (or owner-builder approval letter from the Building Commission) - Email address provided 	
2	Certificate of Design Compliance issued by a registered Building Surveying Practitioner	
3	Home Indemnity Insurance from approved insurer where applicable: <ul style="list-style-type: none"> - Required for residential works (i.e. Class 1) - Required where works exceed \$20,000.00 in value - Not required if owner-builder 	
4	BA20 form (where applicable) signed by all affected land owners: <ul style="list-style-type: none"> - Required where building work may encroach on or adversely affect adjoining property or land 	
5	Payment of all fees: <ul style="list-style-type: none"> - See the "Permit Application Fee Structure" Building Information Sheet 	
6	Development Approval from the City's Planning Services department (if applicable) <ul style="list-style-type: none"> - Please tick if applicable: <ul style="list-style-type: none"> <input type="checkbox"/> Development is in a bushfire prone area <input type="checkbox"/> Development is in an aircraft noise area <input type="checkbox"/> Development does not comply with the Residential Design Codes <p style="text-align: center;"><u>IF ANY OF THE ABOVE APPLY, A DEVELOPMENT APPROVAL WILL BE REQUIRED UNLESS CONFIRMATION FROM CITY'S PLANNING SERVICES DEPARTMENT IS PROVIDED</u></p>	
7	All prescribed authorities have been obtained where applicable: <ul style="list-style-type: none"> - Heritage notification to Heritage Council - Water Corporation Approval (e.g. if work is near/over a sewer or water main) 	

8	One complete set of all documents nominated under section 3 of the Certificate of Design Compliance: <ul style="list-style-type: none">- All nominated documents must be provided and with correct dates and revision numbers. (Please note that any inaccuracies or failure to provide any of these documents may result in the application being returned)	
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Applicant Signature

Print Name

Date

Please note that if all the above information is not provided in full, your application may be returned.

The above information must be provided to enable a detailed assessment of the application to be undertaken. The City may make a further request for additional information to facilitate the assessment process.

By providing this information you enable the City's Building Services Department to process your application in a timely and efficient manner.

Further information may be available on the City's website www.canning.wa.gov.au or the Building Commission website www.commerce.wa.gov.au/building-commission