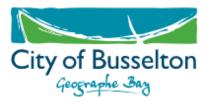
CERTIFIED BUILDING – BA1 Application Checklist



This checklist includes all of the information required to deem the application 'complete' and enable Applications to be processed in a timely manner. **Please submit application along with this checklist to:** city@busselton.wa.gov.au

Required Information	Checklist
Application Form	
Completed <u>Certified BA1</u> application form	
All sections of the form must be completed.	
 All property owner/s must be named on the form and signatures where applicable 	
 The Applicant and Builder need to sign the relevant sections 	
Certificate of Design Compliance (CDC) – <u>BA3</u>	
Documents that may be required:	
Home indemnity Insurance (HII)	
Architectural Drawings	
Structural Engineering details and drawings	
Energy Efficiency Compliance Certificate (7 star)	
Bushfire Attack Level report (BAL) <i>if required</i>	
Termite treatment	
Onsite stormwater management plan	
Specifications	
BCITF Levy payment receipt	
• This is required for all works with an estimated cost of construction above \$20,000	
Can be paid online at <u>BCITF Levy</u> - <u>Construction Training Fund (ctf.wa.gov.au)</u> please	
provide receipt with application when submitting	
Owner Builders: <u>Owner Builder</u> Approval (from Building commission) if works exceed \$20,000	
Planning Approval: Approval No. DA / (if applicable)	
Health Approval: Approval No. HA/(if applicable)	
• Apparatus for the treatment of sewerage is assessed by Environmental Health Services and approved prior to issuing the building permit.	

Once application has been received the applicant will receive an invoice. Please refer to the <u>Online Building Fee</u> <u>Calculator</u> for fees and charges.

Enquiries: may be directed to Building Services staff on 9781 1732, via email at <u>city@busselton.wa.gov.au</u> or in person at the City Administration Building during office hours Monday - Friday.

All Communications to:

T (08) 9781 0444	Locked Bag 1 Busselton WA 6280
E city@busselton.wa.gov.au	www.busselton.wa.gov.au

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