



A guide to the building approvals process



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Disclaimer

The material contained in this document does not represent a legal interpretation of the *Building Act 2011* and Building Regulations 2012 and is intended for general guidance and information only. Readers should not act or omit to act solely on the basis of anything contained herein. This document should not be used for enforcement action by permit authorities and should not be relied upon as a defence against enforcement action by a permit authority. Not every provision of the Building Act and Building Regulations is covered by this document.

In relation to a particular matter, you should seek appropriate legal/professional advice. The State of Western Australia and its servants and agents expressly disclaim liability, whether in negligence or otherwise, for any act or omission resulting from reliance on this document or for any consequence of such act or omission.

CONTENTS

Introduction.....	1
Section 1: Permits and processes.....	3
Building permit	3
Occupancy permit	8
Building Approval Certificate	9
Occupancy Permit Strata and Building Approval Certificate Strata.....	10
Demolition Permit.....	11
Section 2: Applicable building standards.....	13
Section 3: Certifying compliance	18
Section 4: Work affecting other land	20
Section 5: Overview of approval processes	24
Section 6: Approval timeframes	25
Section 7: Choose the right form.....	27
Section 8: General responsibilities for building work	28
Section 9: Application fees and building services levy.....	30
Section 10: Know the parties involved	33
Section 11: Keep up to date.....	34

Introduction

This guide has been produced by the Building Commission as a general overview of the process for building approvals in Western Australia. It is intended to be read in conjunction with the *Building Act 2011* (the Building Act) and the *Building Regulations 2012* (the Building Regulations). The overview covers:

- the different types of permits, certificates and applications;
- consents and notifications for work affecting other land;
- compliance with applicable building standards;
- the right forms to use;
- general responsibilities under the legislation; and
- the payment of application fees and levy;
- permit authority decision timeframes; and

what needs to happen at completion of work. The Building Act provides for a permit authority to control the construction, occupation and demolition of buildings and incidental structures. This is done through the granting of permits and enforcing compliance. In most cases the permit authority will be the relevant local government.

It is important to note that as well as the Building Act and the Building Regulations, there may be other laws enforced by local government, such as planning and health that require a separate approval. For advice on approval requirements for your specific building project please contact the relevant local government.

The information in this guide is current at time of publication, however as legislation is subject to change, readers should always refer to the most recent legislation on the State Law Publisher website at www.slp.wa.gov.au

Terms used in this document

Section – a reference to a section (for example section 20 or s. 20) is a reference to a section of the *Building Act 2011*.

Regulation - a reference to a regulation (for example regulation 18 or r. 18) is a reference to a regulation in the Building Regulations 2012.

BA forms - Building Commission forms are identified by a number with a 'BA' prefix, such as BA1, BA2, BA3 (see Section 7 of this document).

Business day means a day other than Saturday, Sunday or a public holiday.

Incidental structure, means a structure attached to or incidental to a building and includes —

- (a) a chimney, mast, swimming pool, fence, free-standing wall, retaining wall or permanent protection structure; and a part of a structure.

Unauthorised work, means —

- (a) work that was done without an authority under written law that was required by the written law applicable at the time the work was done; or
- (b) work that did not comply with an authority under a written law that was in effect in respect of the work.

“Work” means building work; or demolition work on part of a building or incidental structure.

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Section 1: Permits and processes

Building permit

In general a building permit, granted by a permit authority, is required before building work can be carried out.

Are there exemptions?

Section 9 of the Building Act and regulation 41 of the Building Regulations set out building work for which a building permit is not required. Part 5, Division 2 of the Building Act also contains exemptions for buildings incidental to certain processes or operations. Consult with the permit authority to determine whether an exemption from the requirement for obtaining a building permit applies. Regardless of any exemption, buildings and incidental structures must comply with the applicable building standards (as set out in Part 4 of the Building Regulations).

Applying for a building permit

Anyone can apply for a building permit, the owner; builder; designer; building surveyor or any other person. The applicant provides details of the person responsible for the work (i.e. the 'builder') in the application form. The 'builder' must sign under 'Builder's Details' on the application form and takes responsibility for ensuring the construction complies with the applicable building standards and the provisions in the building permit. An application can be made for a building or one or more stages of a building.

There are two types of applications for a building permit:

- certified – for all classes of buildings and incidental structures; and
- uncertified - for Class 1 and Class 10 buildings and incidental structures only.

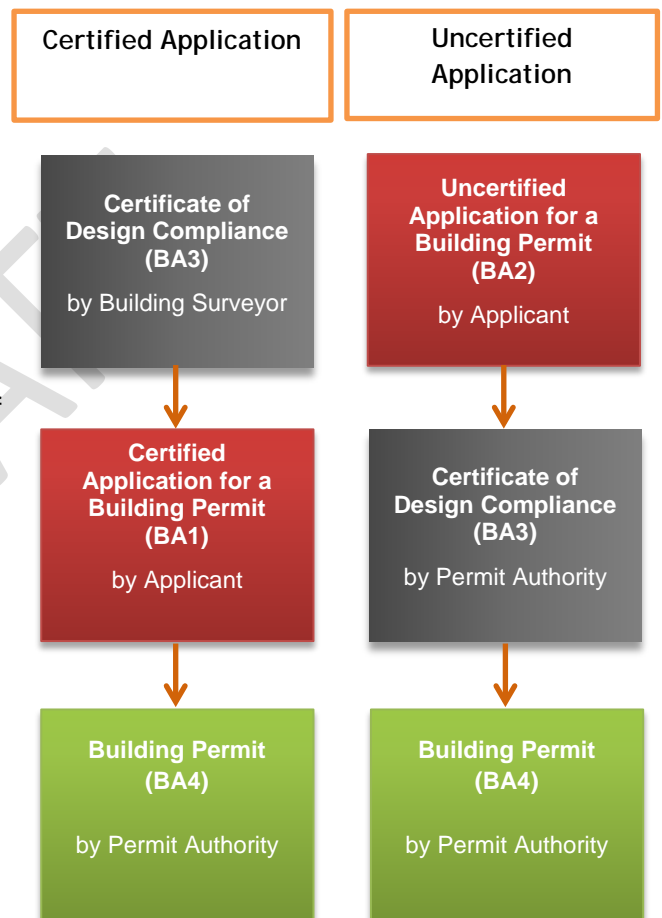
Certified application (BA1)

A certified application is accompanied by a certificate of design compliance (CDC) signed by a registered building surveyor that confirms the building will comply with the building standards and any other standard prescribed by the Building Regulations.

A certified application can be submitted for all classes and sizes of buildings and incidental structures.

If a certified application is approved by a permit authority, a copy of the permit is issued to the applicant, builder and owner. Applications for Class 1b and Class 2-9 buildings must be lodged as certified applications whereas this is optional for Class 1a and 10 buildings and incidental structures.

A permit authority has up to 10 business days to grant a building permit after receipt of a certified application.



Uncertified application (BA2)

An uncertified application is one in which the certification of building standards has not been done prior to the lodging of a permit application. The building standards assessment and certification of the proposed building or incidental structure is completed after the application is submitted. It is the role of the permit authority to arrange certification and provide a CDC. If a building permit is granted by a permit authority for an uncertified application, a copy of the CDC must also be given to the applicant.

Uncertified applications may only be submitted for Class 1a and Class 10 buildings and incidental structures. Applicants should check with the permit authority for any specific requirements regarding uncertified applications.

A permit authority has up to 25 business days to grant a building permit after receipt of an uncertified application.

A building permit application must be accompanied by:

- a certificate of design compliance (BA3) *for certified applications only*;
- copies of all relevant plans and specifications;
- evidence of the following authorities under written law as relevant to the building or incidental structure (r. 18) —
 - (a) if the building work involves the construction or installation of any apparatus for the treatment of sewage as defined in the *Health Act 1911* section 3(1), the approval required under section 107(2)(a) or (b) of that Act;
 - (b) if the building work is development as defined in the *Planning and Development Act 2005* section 4, each approval required under that Act in relation to the work (such as a copy of the planning approval or its reference number);
 - (c) if the building work involves the construction, alteration or extension of an aquatic facility as defined in the *Health (Aquatic Facilities) Regulations 2007* regulation 4, the approval required under Part 2 Division 1 of those regulations.
- where required, notification of the name, address and contact number of the applicant for a building permit and the name of the permit authority to which the application is made is to be given to the Heritage Council of Western Australia if the place to which the application relates —
 - (a) is subject to a Heritage Agreement made under the Heritage Act section 29; or
 - (b) is entered in the Register of Heritage Places established under the Heritage Act section 46; or
 - (c) is subject to a Conservation Order under the Heritage Act section 59; or
 - (d) is subject to an Order in Council made under the Heritage Act section 80.
- appropriate consent forms or court order where work encroaches onto or adversely affects other land;
- evidence that the required insurance provisions under the *Home Building Contracts Act 1991* have been met (where applicable);
- payment of the prescribed fee and levy; and
- evidence of [owner-builder approval](#) from the Building Services Board (if applicable).

The approval process will be quicker and more effective if a complete application is submitted to the permit authority. If information is missing, the permit authority may refuse to grant the building permit. This may result in the loss of the permit application fees.

Duration of a building permit

A permit authority may set any validity period for a permit. Some projects may take several years under a single building permit. If a project takes longer than expected the permit authority can extend the permit. Where the permit authority does not set a validity period, the default is two years.

Notice of completion (BA7)

The builder named on the building permit must issue a notice of completion to the permit authority within 7 days of completion of the work or stage of work for which the permit was granted. This establishes the end date of the building permit for compliance and record keeping purposes.

A notice of completion must be accompanied by each relevant inspection or test.

Inspections and tests

For private swimming pool safety barriers

An inspection certificate at the completion of building work to confirm the pool safety barrier complies with the requirements under r. 50. This inspection is separate to the requirement for a local government to inspect existing pools in its district at least once every four years.

For Class 2-9 buildings

Inspection and test certificates relevant to the permit as indicated in the following table:

System to be tested	When test is to be conducted
Fire hose reel system required under EP1.1 and EP1.5	On completion of the installation of the system
Fire hydrant system required under EP1.3 and EP1.5	
Automatic fire suppression system required under EP1.4	
Fire detection, warning, control and intercom systems required under EP2.1 and EP2.2	
Smoke/heat venting systems required under EP2.2	
Sound systems and intercom systems for emergency purposes required under EP4.3	
Air handling systems that incorporate smoke control provisions required under EP2.2	On completion of the building work

'EP', followed by a number, means the performance requirement of that description set out in the BCA.

Inspection certificates must contain the following information:

- The number of the building permit for the building work inspected or tested.
- A description of the purpose, extent and outcome of the inspection or test.
- The date and time the inspection or test was conducted.
- The name, contact details and qualifications of the person conducting the inspection or test.
- Any other document or evidence of the outcome of the inspection or test that the person conducting the inspection or test considers relevant.

Notice of cessation (BA8)

The person named as the builder on a building permit may, before completion of the works or stage of work for which the permit was granted, formally advise the relevant permit authority that they are no longer the responsible person for the project. This is done by submitting a notice of cessation in accordance with s. 34.

Within seven days of giving a notice of cessation to a relevant permit authority, the builder must provide a copy of the notice to the owner of the building or incidental structure to which the permit applies.

Approving a new responsible person

A responsible person in relation to building work means the person named as the builder on the building permit; or if a building permit is not in effect, each owner of the land on which the building work is done.

The owner of a building or incidental structure can apply to the permit authority for approval of a new responsible person for the work to which a permit applies. It is important to note that a permit does not have effect between the time in which a notice of cessation is received by the permit authority and the day the permit authority approves a new responsible person. A permit may also be suspended if the responsible person's registration or authority under the *Building Services (Registration) Act 2011* ceases to have effect.

There is no specific application form for a change of responsible person. The request to the permit authority can be by way of a letter from the owner which must name and be signed by the new person who proposes to be named as the builder on the building permit.

The following additional information may assist the permit authority in dealing with the application promptly:

- property details (address);
- building permit number;
- owner details;
- contact details of the new builder including builder's registration number (if applicable);
- owner-builder approval number (if applicable).

The new builder named on the building permit should obtain Home Indemnity Insurance for the proposed building work or the stage of building work required. The owner is encouraged to ensure that the insurance is valid for the new builder. The permit authority is not required to ensure that Home Indemnity Insurance is held by the new builder.

There is no prescribed fee under the Building Regulations to submit an application to amend the details of the responsible person on the building permit.

Referrals to the FES Commissioner

The Department of Fire and Emergency Services has a statutory interest in the design and construction of fire safety measures in buildings and provides advice on those matters in Western Australia.

For certain Class 2 to Class 9 buildings the building surveyor responsible for signing the certificate of design compliance (CDC) must provide to the Fire and Emergency Services (FES) Commissioner plans and specifications for the building in sufficient detail to allow assessment of compliance with the FES Commissioner's operational requirements.

The building surveyor must ensure that these plans and specifications have been provided to the FES Commissioner at least 15 business days before signing a CDC, unless the FES Commissioner provides comments earlier.

A copy of the FES Commissioner's advice (if any) must be provided to the permit authority with the CDC as part of the building permit application.

Reasons for not incorporating FES Commissioner's advice

Within 10 days of receiving the FES Commissioner's advice the building surveyor must notify the FES Commissioner in writing of any part of the advice that is not incorporated in the plans and specifications that are specified in the CDC and the reasons for not incorporating the advice. Details of any notification given by the building surveyor to the FES Commissioner must be provided with the CDC.

Provision of final documents to the FES Commissioner

A building permit cannot be granted unless the applicant for the permit has deposited with the FES Commissioner a copy of the plans and specifications specified in the CDC in respect of prescribed Class 2 to Class 9 buildings.

Occupancy permit

An occupancy permit must be obtained from a permit authority before a Class 2-9 building can be occupied. It covers such scenarios as:

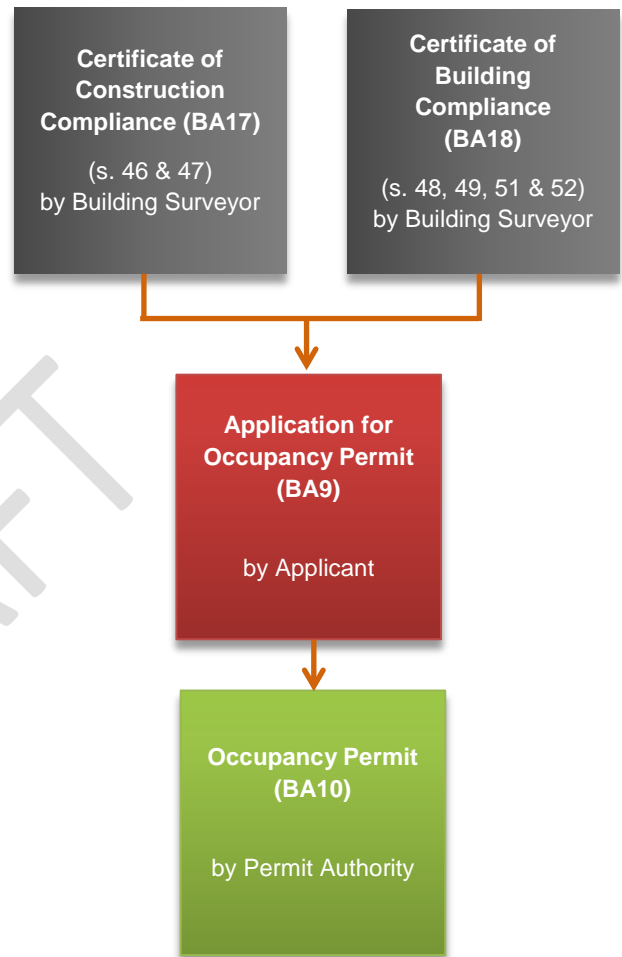
- occupying a completed new building or a new part of an existing building;
- occupying a building or part of a building that has undergone a change of use or classification;
- authorising and occupying an unauthorised building or an unauthorised part of a building; and
- occupying an incomplete building or part of a building on a temporary basis.

Are there exemptions?

Section 41 of the Building Act and regulation 43 of the Building Regulations set out when an occupancy permit is not required. Class 1 and Class 10 buildings do not require an occupancy permit. Part 5, Division 2 of the Building Act also contains exemptions for buildings incidental to certain processes and operations. Consult with the permit authority to determine whether an exemption applies.

An occupancy permit application must be accompanied by:

- a certificate of construction compliance (BA17) for new buildings (including new building work to existing buildings) or a certificate of building compliance for existing buildings, signed by a building surveyor;
- evidence of the following authorities under written law as relevant to the building or incidental structure (r. 37) —
 - (a) an approval required under the *Health Act 1911* section 107(2)(a) or (b);
 - (b) an approval required under the *Planning and Development Act 2005*;
 - (c) an approval required under the *Health (Aquatic Facilities) Regulations 2007* Part 2 Division 1;
 - (d) an approval required under the *Local Government (Uniform Local Provisions) Regulations 1996* regulation 12(2).
- evidence of consent(s) from each affected owner where work encroaches onto or adversely affects other land (if applicable); and
- payment of the prescribed fee and levy (if applicable).



The permit authority may request additional information as required to determine the application.

Occupancy permit (transitional)

Where an occupancy permit is required for building work associated with a 'building licence' that was issued prior to the Building Act, an occupancy permit (transitional) must be granted in accordance with s. 182A. There is no requirement for a certificate of construction compliance or certificate of building compliance or any further fees for this type of application; however the permit authority will need to be satisfied that the building in its current state is suitable to be used in the way proposed in the application.

Building Approval Certificate

A person can apply for a building approval certificate:

- if they choose to obtain approval for unauthorised works to any building work associated with a Class 1 or Class 10 building or incidental structure completed without authorisation; or
- to confirm compliance with the applicable building standards for a building with any classification with existing authorisation which previously did not require an approval to occupy.

A building approval certificate application must be accompanied by:

- a certificate of building compliance (BA18) signed by a building surveyor;
- copies of all plans and specifications specified on the certificate of building compliance;
- evidence of the following authorities under written laws, as relevant to the building or incidental structure (r. 37) —
 - (a) an approval required under the *Health Act 1911* section 107(2)(a) or (b);
 - (b) an approval required under the *Planning and Development Act 2005*;
 - (c) an approval required under the *Health (Aquatic Facilities) Regulations 2007* Part 2 Division 1;
 - (d) an approval required under the *Local Government (Uniform Local Provisions) Regulations 1996* regulation 12(2).
- where applicable, evidence of consent(s) from each affected owner where work encroaches onto or adversely affects other land; and
- payment of the prescribed fee and levy (if applicable).

The permit authority may request additional information as required to determine the application.



Occupancy Permit Strata and Building Approval Certificate Strata

A person may apply for an occupancy permit strata or a building approval certificate strata to lodge a strata plan for registration or to re-subdivide a lot in a strata scheme (in relation to built stratas) with Landgate, under the *Strata Titles Act 1985*. They are for the purposes of strata titles registration only and cannot be used to occupy a building.

Class 2 to Class 9 buildings will require an occupancy permit strata application; Class 1 and Class 10 buildings and incidental structures will require a building approval certificate strata. Once an occupancy permit strata or a building approval certificate strata is granted by a permit authority it is used to accompany the strata plan when lodged for registration with Landgate.

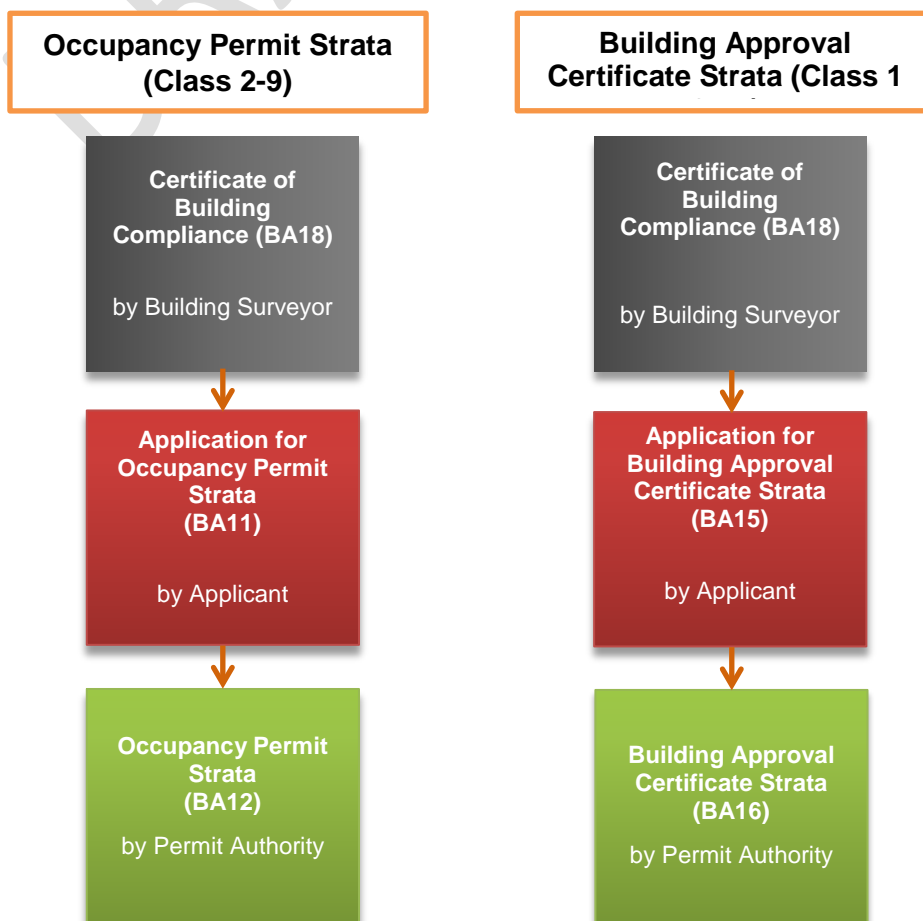
Landgate, is a statutory authority that maintains the official register of land ownership and survey information for the 2,645,600km² of Western Australia.

An occupancy permit strata or a building approval certificate strata application must be accompanied by:

- a certificate of building compliance signed by a building surveyor;
- evidence of any prescribed authorities' approval;
- evidence of the following authorities under written laws, as relevant to the building or incidental structure (r. 37) —
 - (a) an approval required under the *Health Act 1911* section 107(2)(a) or (b);
 - (b) an approval required under the *Planning and Development Act 2005*;
 - (c) an approval required under the *Health (Aquatic Facilities) Regulations 2007* Part 2 Division 1;
 - (d) an approval required under the *Local Government (Uniform Local Provisions) Regulations 1996* regulation 12(2).

- survey plan identifying proposed lots and encroachments;
- where applicable, evidence of consent(s) from each affected owner where work encroaches onto or adversely affects other land; and
- payment of the prescribed fee and levy (if applicable).

The permit authority may request additional information as required to determine the application.



Demolition Permit

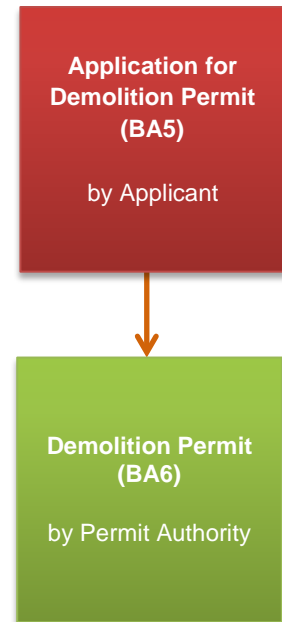
A demolition permit is required for the demolition, dismantling or removal of a building or incidental structure.

Are there exemptions?

Section 10 of the Building Act and regulation 42 of the Building Regulations set out some exemptions that may apply. To determine whether an exemption applies applicants should consult with the permit authority.

A demolition permit application must be accompanied by:

- relevant information as required, e.g. site plans indicating building to be demolished. Please note: applicants may need to provide more details for commercial or complex buildings;
- copy of any planning approvals under the *Planning and Development Act 2005* where required;
- evidence of prescribed notifications (r. 19(2):
 - (a) notification of the name, address and contact number of the applicant for a demolition permit and the name of the permit authority to which the application is made to be given to the Heritage Council of Western Australia if the place to which the application relates —
 - (i) is subject to a Heritage Agreement made under the Heritage Act section 29; or
 - (ii) is entered in the Register of Heritage Places established under the Heritage Act section 46; or
 - (iii) is subject to a Conservation Order under the Heritage Act section 59; or
 - (iv) is subject to an Order in Council made under the Heritage Act section 80;
 - (b) the notification required under the *Occupational Safety and Health Regulations 1996* regulation 3.119;
 - (c) notification of the intended demolition work to each person who provides electricity, gas, telephone or water services to the place that is the subject of the application.
- evidence that the building or incidental structure to be demolished has been treated to ensure that it is not infested by rodents at the time of the demolition;
- appropriate consent forms or court orders where work adversely affects other land;
- where asbestos is present, details of the contractor; and
- payment of the prescribed fee and levy (if applicable);
- the person named as demolition contractor may be required to be appropriately licensed by WorkSafe to carry out demolition work and may also require an asbestos removal licence.



The permit authority may request additional information as required to determine the application.

Notice of completion (BA7)

The demolition contractor named on a demolition permit must issue a notice of completion to the permit authority within 7 days of completion of the work or stage of work for which the permit was granted. This establishes the end date of the demolition permit for compliance and record keeping purposes.

Notice of cessation (BA8)

The person named as the demolition contractor on a demolition permit (i.e. the responsible person), may, before completion of the works or stage of work for which the permit was granted, formally advise the relevant permit authority that they are no longer the responsible person for the project. This is done by submitting a notice of cessation to the relevant permit authority.

Within 7 days of giving a notice of cessation to a relevant permit authority, the demolition contractor must provide a copy of the notice to the owner of the building or incidental structure to which the permit applies.

Approving a new responsible person

The owner of a building or incidental structure can apply to the permit authority for approval of a new responsible person for the work to which a permit applies. It is important to note that a permit does not have effect between the time in which a notice of cessation is received by the permit authority and the day the permit authority approves a new responsible person. A permit may also be suspended if the responsible person's demolition licence, that entitles the person to be named as the demolition contractor on the demolition permit, ceases to have effect or is suspended.

A licence is required in Western Australia for certain types of demolition works. Only a licence holder or an employee of a licence holder may carry out this type of work. Further information about obtaining a licence is available from Worksafe at <http://www.commerce.wa.gov.au/worksafe/do-i-need-licence-carry-out-demolition-work>.

There is no specific application form for a change of responsible person. The request to the permit authority can be by way of a letter from the owner which must name and be signed by the new person who proposes to be named as the demolition contractor on the demolition permit.

The following additional information may assist the permit authority in dealing with the application promptly:

- property details (address);
- demolition permit number;
- owner details;
- contact details of the new demolition contractor including demolition licence details from Worksafe;

The change of responsible person is not subject to a new demolition permit application and therefore no fees or levies are applicable under the Building Act if it is not intended to amend the proposed work.

Section 2: Applicable building standards

Part 4 Division 1 of the Building Regulations outlines the applicable building standards for various circumstances under the Building Act including the applicable building standards for alterations, private swimming pools, relocated buildings and incidental structures, and demolition work.

Building standards in relation to construction

The following table provides a general overview of the applicable building standards in relation to construction set out in the Building Regulations:

Circumstance	Applicable building standard	Reg
<p>Building standards associated with building work in respect of all kinds of buildings and incidental structures where a building permit is required.</p> <p>[Note: except to the extent that regulations 31B, 31C, or 31D otherwise provide]</p>	<ul style="list-style-type: none"> The BCA in effect at the time the application for a building permit is made; or The BCA that was in effect 12 months prior. 	31A
<p>Alterations etc. to existing buildings before 1 May 2015 - for energy efficiency only.</p> <p>[Note: a protocol is available to assist with energy efficiency requirements for alterations etc. to existing houses]</p>	<p>For Class 2 to Class 9 buildings:</p> <ul style="list-style-type: none"> BCA 2010 Volume One WA Part J0 of Appendices. <p>For Class 1 or Class 10 buildings and incidental structures:</p> <ul style="list-style-type: none"> BCA 2009 Volume Two Parts 2.6 and 3.12. 	31B
Private swimming pools	<p>For the construction of the private swimming pool:</p> <ul style="list-style-type: none"> The BCA, other than performance requirements GP1.2(a) and P2.5.3; and The enclosure requirements under regulation 50 (i.e. AS1926.1-1993). 	31C
Relocated buildings	<p>For safety provisions (e.g. structural and fire safety set out in tables in the Building Regulations):</p> <ul style="list-style-type: none"> The BCA in effect at the time the application for the most recent building permit is made; or The BCA that was in effect 12 months prior. <p>For non-life safety provisions (e.g. energy efficiency and health and amenity):</p> <ul style="list-style-type: none"> The building standards applicable at the time the building was first assembled (i.e. the first application for a building permit or relevant approval/authorisation to assemble the building or incidental structure). 	31D
Building work that does not require a building permit (i.e. exemption applies under the Building Regulations)	The BCA in effect at the time construction commenced.	31E

Circumstance	Applicable building standard	Reg
Occupancy Permit for permanent change of use (s. 49(a))	The BCA or approval at the time of its construction.	31F
Occupancy Permit or Building Approval Certificate for strata (s. 50)	The edition of the BCA listed in the certificate of design compliance (CDC), but if there is no applicable CDC either: <ul style="list-style-type: none"> • the building licence or other approval that was granted for the construction of the building; or • the technical requirements applicable to the building at the time of its construction. 	31F
Occupancy Permit for change of classification (s. 49(b))	The BCA at the time the application for an occupancy permit for the change of classification is made.	31G
Occupancy Permit or Building Approval Certificate for unauthorised works (s. 51)	The BCA at the time the application for an occupancy permit or building approval certificate for the unauthorised works is made.	31G
Modification of Occupancy Permit for additional use of a building on a temporary basis (s. 48)	The edition of the BCA listed in the certificate of design compliance (CDC), but if there is no applicable CDC either: <ul style="list-style-type: none"> • the building licence or other approval that was granted for the construction of the building; or • the technical requirements applicable to the building at the time of its construction. 	31H
Occupancy Permit to replace the current Occupancy Permit for a building where no change of use or classification is proposed (s. 52(1))	The edition of the BCA listed in the certificate of design compliance (CDC), but if there is no applicable CDC either: <ul style="list-style-type: none"> • the building licence or other approval that was granted for the construction of the building; or • the technical requirements applicable to the building at the time of its construction. 	31H
Building Approval Certificate for a building with existing authorisation (s. 52(2))	The edition of the BCA listed in the certificate of design compliance (CDC), but if there is no applicable CDC either: <ul style="list-style-type: none"> • the building licence or other approval that was granted for the construction of the building; or • the technical requirements applicable to the building at the time of its construction. 	31H

Whilst Part 4 Division 1 of the Building Regulations does not set out the applicable building standards that relate to an application for an occupancy permit for a completed building (s. 46), the building surveyor signing the accompanying certificate of construction compliance (s. 56) is required to state that the building has been completed in accordance with the plans and specifications that are specified in the applicable CDC for each applicable building permit.

Building standards in relation to demolition

Regulation 311 sets out the applicable building standards in respect of demolition work, this includes requirements for:

- the treatment or removal of materials displaced from the building or incidental structure being demolished; and
- ensuring that services to the building such as electrical, gas, telephone or water are disconnected by the service provider prior to completion of demolition work.

The Building Code of Australia

The Building Regulations adopt the Building Code of Australia (BCA) as the primary building standard for building work. The BCA is Volumes One and Two of the National Construction Code Series which is produced and maintained by the Australian Building Codes Board on behalf of the Australian Government and State and Territory Governments. The BCA has been given the status of building regulations by all States and Territories.

The BCA contains technical provisions for the design and construction of buildings and other structures. It includes provisions for structure, fire resistance, access and egress, services and equipment, energy efficiency as well as certain aspects of health and amenity.

Volume One

Primarily deals with Class 2 to Class 9 buildings.

Volume Two

Primarily deals with Class 1 (houses) and Class 10 buildings and incidental structures (sheds, carports, retaining walls etc.).

The BCA is a performance based document that:

- permits the use of alternative materials, forms of construction or designs to the prescriptive requirements;
- allows for the innovative use of materials, forms of construction or designs;
- permits designs to be tailored to a particular building;
- gives clear information on what the BCA is trying to achieve;
- allows the designer flexibility in the use of materials, forms of construction or design provided while still allowing acceptable existing building practices through the deemed-to-satisfy provisions.

Volume Three

Primarily deals with plumbing and drainage associated with all classes of buildings.

The following is an explanation of the terms used in the BCA and how they operate in practice.

Objectives. These represent the reason the community wants a matter regulated. They are primarily expressed in general terms, and usually refer to the need to safeguard people and protect adjoining buildings or other property. An example of an objective from the BCA is: The objective is to safeguard the occupants from injury or loss of amenity caused by inadequate height of a room or space.

Functional statements. These set out in general terms how a building could be expected to satisfy the objectives (or community expectations). An example of a functional statement from the BCA is: A building is to be constructed to provide height in a room or space suitable for the intended use.

Performance requirements. These outline a suitable level of performance which must be met by building materials, components, design factors, and construction methods in order for a building to meet the relevant functional statements and, in turn, the relevant objectives.

The performance requirements are the core of the BCA and are the only parts of the code with which compliance is mandatory. An example of a performance requirement in the BCA is: A room or space must be of a height that does not unduly interfere with its intended function.

Building solutions that set out the means of achieving compliance with the performance requirements. The BCA provides for two methods that can be followed to develop a building solution:

Deemed-to-satisfy provisions. These include examples of materials, components, design factors, and construction methods which, if used, will result in compliance with the performance requirements of the BCA. An example of a deemed-to-satisfy provision in the BCA is: Ceiling heights must be not less than 2.4 metres in a habitable room.

Alternative solutions. The key to the performance-based BCA is that there is no obligation to adopt any particular material, component, design factor or construction method. An approval authority may still issue an approval if it differs in whole or in part from deemed-to-satisfy provisions described in the BCA if it can be demonstrated that the design complies with the relevant performance requirement.

For further information visit www.abcb.gov.au

Who's responsible for compliance?

All of the following parties are responsible for ensuring compliance with the applicable building standards:

Builder	A person named as builder on a building permit has to ensure that, on completion of the building or incidental structure, that it complies with each applicable building standard in accordance with the plans and specifications as specified in the applicable CDC.
Demolition Contractor	A person named as a demolition contractor on a demolition permit has to ensure that the applicable building standards in respect of demolition work (regulation 311 of the Building Regulations) are complied with.
Owner	Each owner of a building (or incidental structure) for which building work is done without a building permit, such as works that are exempt under the Building Act and the Building Regulations, must ensure that on completion that it complies with each applicable building standard.
Building Surveyor	The building surveyor is responsible for certifying compliance with applicable building standards by assessing plans and specifications and signing an appropriate certificate of compliance.

Building classifications

The BCA classifies buildings by the purpose for which they are designed, constructed or adapted to be used. A building may attract a number of classes and be described as a mixed use building. The BCA identifies the following building classes:

Class 1a	A single dwelling being a detached house or one of a group of two or more attached dwellings, each being a building separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit
Class 1b	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m ² measured over the enclosing walls of the Class 1b and in which no more than 12 people would ordinarily be resident; or four or more single dwellings such as chalets that are located on one allotment and used for short-term holiday accommodation
Class 2	A building containing 2 or more sole-occupancy units each being a separate dwelling
Class 3	A residential building (other than a Class 1 or 2), for a number of persons such as a large scale boarding house, guest house, hostel, the residential part of a hotel, motel, school, accommodation for the aged, children or people with disabilities etc.
Class 4	A dwelling unit that is a part of a commercial use (e.g. a caretaker's/manager's flat)
Class 5	An office building
Class 6	A shop or other building where goods or services are retailed directly to the public including a café, restaurant, milk bar, bar area, hairdressers, public laundry, market or sale room, service station etc.
Class 7a	A car park building
Class 7b	A storage building or building where goods are wholesaled (e.g. a warehouse)
Class 8	A laboratory or a building where a process takes place (e.g. factory, workshop)
Class 9a	A health care building (e.g. hospital, clinic etc.)
Class 9b	An assembly building (e.g. community hall, sports hall etc.)
Class 9c	An aged care building
Class 10a	Non-habitable buildings such as a private garage; carport or shed
Class 10b	Structures such as a fence, mast, antenna, retaining or free standing wall or swimming pool
Class 10c	a private bushfire shelter

This information is current at time of publication. For clarification please visit the Australian Building Code Board at www.abcb.gov.au

Section 3: Certifying compliance

A certificate of compliance is required before a building permit, occupancy permit or building approval certificate can be granted by a permit authority and must accompany an application.

Compliance certificates may be provided by a private registered building surveyor, who must also be registered as a building surveying contractor under the *Building Services (Registration) Act 2011*, or a local government permit authority. A practitioner's registration status may be verified on the [register](#) of building surveying practitioners and contractors on the Building Commission's website.

A person providing their name and signature on a certificate of compliance when issuing the certificate on behalf of the building surveying contractor can be the owner, director, or any party authorised by that contractor. The person does not necessarily have to be the nominated supervisor (as listed on the register).

If a permit authority is unsure of a person's registration status, they may contact the contractor to confirm details if applicable. The three different compliance certificates are:

Certificate of design compliance (Form BA3)

A CDC is required in order to obtain a building permit from the permit authority to construct a building or incidental structure. A CDC amongst other things requires the building surveyor to state:

- the building will comply with each applicable building standard if the building is completed in accordance with the specified plans and specifications;
- plans and specifications have been submitted to the FES Commissioner where required under the Building Regulations; and
- the relevant edition of the BCA.

Certificate of construction compliance (Form BA17)

A CCC is required in order to obtain an occupancy permit from the permit authority to occupy a newly completed Class 2 to 9 building or a newly completed part of the building. A CCC amongst other things requires the building surveyor to state that:

(For a completed building)

- the building has been completed in accordance with the plans and specifications that are specified in the applicable CDC for each applicable building permit;
- the building complies with each applicable building permit including each condition that applies to the permit; or
- the building in its current state is otherwise suitable to be used in the way proposed in the application.

(For an incomplete building)

- the building is incomplete;
- that occupying or using the building in its current state in the way proposed in the application would not adversely affect the safety and health of its occupants or users; or
- the building in its current state is otherwise suitable to be used in the way proposed in the application.

Certificate of building compliance (Form BA18)

A CBC is required in order to obtain an occupancy permit or building approval certificate, or an occupancy permit strata or building approval certificate strata. Applications that must be accompanied by a CBC include change of use, change of classification, registering a strata, unauthorised work or replacing an existing occupancy permit or building approval certificate. A CBC amongst other things requires a building surveyor to state that:

- the building or incidental structure substantially complies with the applicable building standards;
- occupying or using the building or incidental structure in its current state in the way proposed in the application would not adversely affect the safety and health of its occupants or other users;
- the building or incidental structure complies with each authority under a written law that is prescribed in regulation 36 of the Building Regulations;
- where relevant, that the building or incidental structure substantially complies with the building permit, building licence or other approval that was granted in respect of the construction of the building or incidental structure.

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Section 4: Work affecting other land

Under the Building Act, a person responsible for work must ensure that the work does not adversely affect land beyond the boundaries of the works land unless each owner of the affected land consents to the work or the work is done in accordance with an order from the Magistrates Court.

Such work includes building work, demolition work and the changing of ground levels of land to an extent that could adversely affect other land.

The following is an outline of circumstances prescribed in the Building Act that would require the consent of each affected owner or a court order:

Consent required before a permit issued

The first two circumstances will require the adjoining land owners' consent prior to a building permit being granted by a permit authority, which in most cases is the relevant local government:

1. Encroachment

This is where an application for a building permit indicates the proposed building or incidental structure will encroach onto adjoining land. This also applies to an existing encroachment onto adjoining land that is included in an application for a building approval certificate or occupancy permit associated with unauthorised works. In this circumstance, the consent of the adjoining owner/s will be required prior to granting the building approval certificate or occupancy permit.

2. Adversely affecting an adjoining property

This is where the proposed design indicates that the building, when completed, will:

- reduce the stability, bearing capacity of the land or a building or structure on the land;
- damage a building or structure on the adjoining land; or
- change the natural site drainage that reduces the effectiveness of the drainage on the land or existing or future buildings or structures on the land.

Consent will also be required if a triggering event occurs after the permit has been granted.

Consent required outside of the permit process

The other four circumstances that may require the adjoining land owners' consent, although this is not required as part of the permit process, are:

3. Protection structures

This is when a temporary or permanent protection structure is placed beyond the boundaries of the land on which work is being carried out.

4. Party walls etc.

This is when the work affects the structural, water-proofing or noise insulation capacity of a party wall, a substantial dividing fence or a boundary retaining wall that protects adjoining land.

5. Removal of fences, gates or other barriers

This is when boundary structures such as fences or gates are removed. While notification is always required, consent is not required if a building permit is in effect for construction of a close wall (zero lot wall) that requires the removal of a fence. It should be noted that this does not affect the exercise and enforcement of any right that a person has to stop, restrict or prevent a person going on to the other land.

The person responsible for constructing the close wall should, before removing the fence, give at least seven business days' notice to the affected adjoining owners and at least one adult occupier of the land if the land is not occupied by any of its owners.

6. **Access to adjoining land**

This is when building workers access adjoining land for the work or to conduct a survey in relation to the work. The person responsible for the work must ensure that each owner of the affected adjoining land and at least one adult occupier of the land (if the land is not occupied by any of its owners), is given reasonable notice of each 24 hour period during which the land will be accessed.

Consent is not required if the land is vacant. It should be noted that this does not affect the exercise and enforcement of any right that a person has to stop, restrict or prevent a person going on to the other land.**Notification**

In certain circumstances, where the work needs to be done as a matter of urgency, consent or a court order is not needed prior to the work. However, the person responsible for the work must notify affected adjoining land owners of the work and the reasons for it as soon as practicable after it is done.

How to obtain or give consent

There are two Building Commission forms for giving notice and requesting consent:

- [BA20 Form](#) – to be used when points 1 and 2 listed above apply. The form must be provided to the permit authority as part of a permit application. This form can also be used when a triggering event occurs after a permit is issued.
- [BA20A Form](#) – to be used when points 3-6 above apply and consent is required, after the building permit is granted.

The builder, owner or other worker proposing works on adjoining property are required to give the affected owner either the BA20 or BA20A form as relevant to the circumstances. The owner has a 28 day period in which to give written consent.

What if consent is refused?

If consent is not given, the person responsible for the work can seek a court order through the [Magistrates Court](#). If a court order is issued, both the affected adjoining owner and the person responsible for the work must adhere to the provisions of the court order. If neither consent is given nor a court order issued, the work that is likely to affect other land cannot proceed.

Application for court order

The person responsible for the works who gives a notice to the adjoining owner/s of the affected land may apply to the Magistrates Court for an order as follows:

Reason for seeking a court order	Timeframe
The consent sought in the notice is refused	Any time after the refusal is given
If the consent sought in the notice is neither refused nor given, and no request for further information is made within the 28 day period after the notice is given	After that period has expired
If the person responsible for the works provides further information in response to a request from the adjoining owner/s of the affected land	14 days after the information is provided

What if a builder starts work prior to obtaining consent?

If consent is not obtained and the person responsible for the work starts the work that will affect adjoining land, the owners of that land should contact their local government. A penalty of up to \$25,000 applies for non-compliance under the Building Act.

What can a builder do to satisfy local government that the work will not affect other land?

A builder may attach a written statement to the building permit application that the permit authority may take into account for the purposes of satisfying itself that the application meets the requirements of section 20(1)(g) and (h) of the Building Act and regulation 16(3)(a) of the Building Regulations.

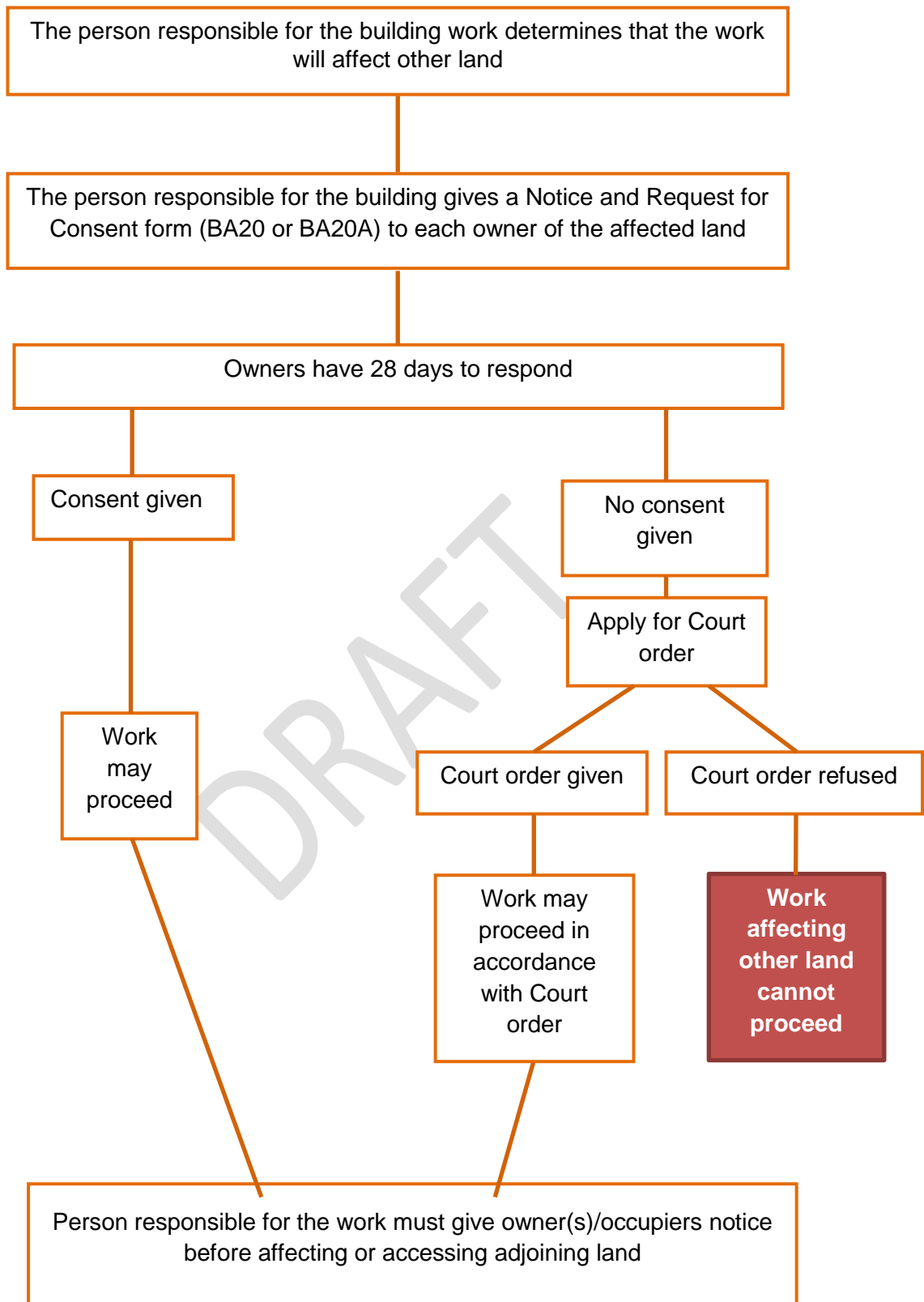
The statement can be signed by:

- a building practitioner registered under section 17 of the *Building Services (Registration) Act 2011*;
- a building surveyor as defined in section 3 of the Building Act and regulation 5 of the Building Regulations;
- an architect registered under section 29 of the *Architects Act 2004*; or
- a professional engineer as defined in Part A1, Volume One and Part 1.1 of Volume Two of the National Construction Code Series (Building Code of Australia).

The statement should set out that the following **will not occur** in respect of the building or incidental structure which is the subject of the application:

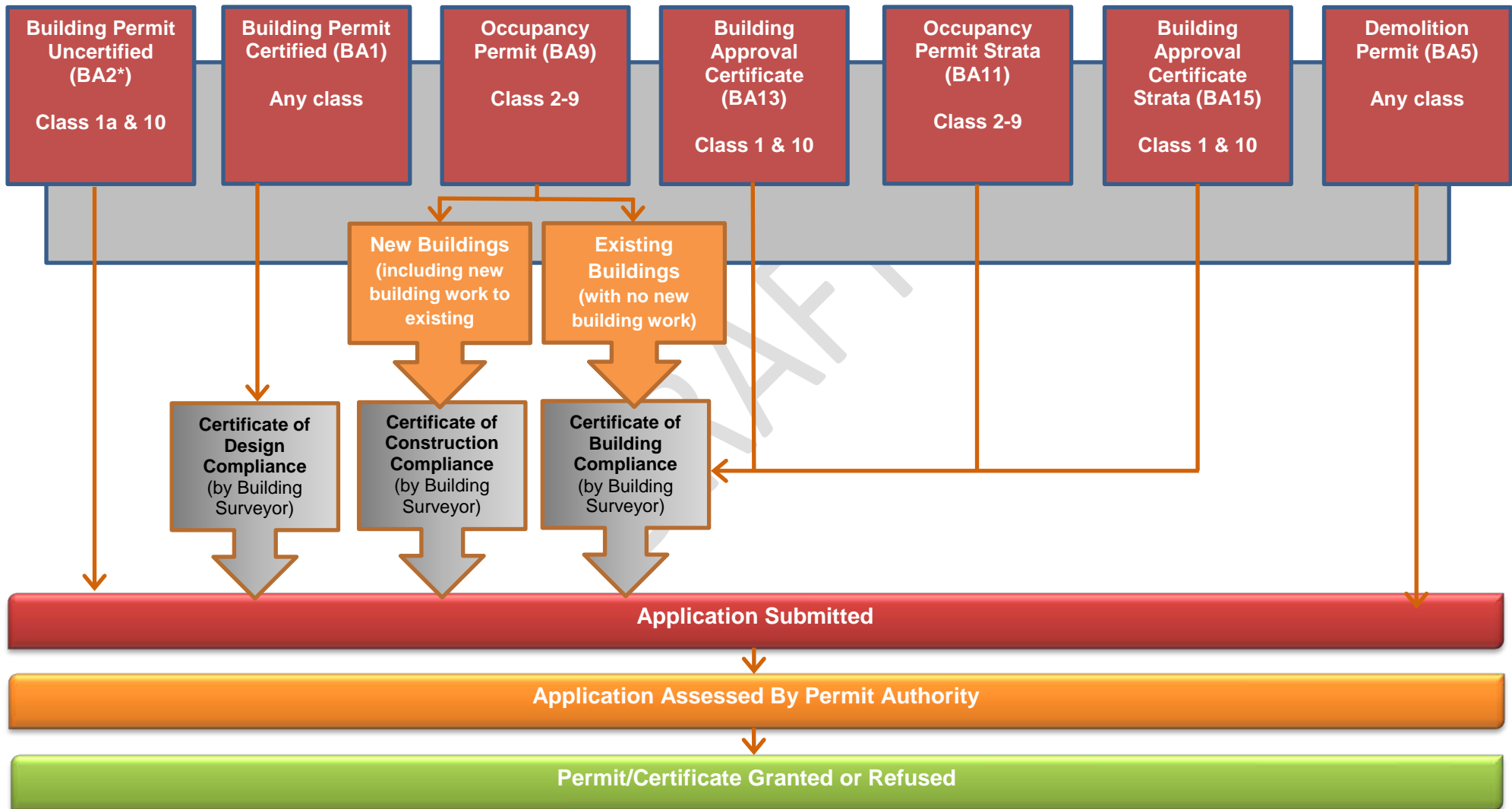
- part of the building or structure will be placed into, onto or over land beyond the boundaries of the work area; or
- land beyond the boundaries of the work area will be adversely affected.

These are the steps to consider if work will affect other land (irrespective of the building approval processes):



Section 5: Overview of approval processes

Application Forms



*Note: For uncertified applications, the certificate of design compliance is obtained by the permit authority after an application is submitted.

Section 6: Approval timeframes

Lodging the application

Applications for building, demolition or occupancy permits or for building approval certificates can be submitted in a variety of ways, including in person, by post or electronic lodgement (depending on the systems the relevant permit authority has in place). Under the Building Act, permit authorities have a fixed amount of time to issue or refuse a permit application. The point at which a permit authority's timeframe for assessing an application starts is referred to as 'starting the clock'. The point at which the clock starts depends on the method of application.

Method of application	When the clock starts	Example
Post	At 12am the day after the application is received at the permit authority's office. The timing of this will depend on the delivery service paid for by the applicant.	<p>The applicant posts the application at 3pm on Tuesday. The post box is located in the same city as the permit authority. As the application should be received by the permit authority on the Wednesday, the clock will start at 12am on Thursday.</p> <p>Applicants should check with Australia Post for delivery times which may vary for 'Regular' and 'Priority' mail.</p>
In person	At 12am the day after the application has been accepted by the permit authority's front counter staff.	<p>The applicant enters a local government authority office on a Thursday to hand over their application. The counter staff may discuss the application with the applicant to ensure it is complete, but are obliged to accept the application if it is the wish of the applicant. The clock starts ticking at 12am on the Friday.</p>
Electronically (email/online)	At 12am the day after the application has been received by the permit authority's information technology system.	<p>The applicant lodges the application to the local government authority online. The application is automatically recorded and enters the local government authority's online system at 3.46pm on a Monday. The clock starts at 12am on the Tuesday.</p>

Decision by the permit authority

The length of time the permit authority has to consider the application from when the clock starts is detailed in the table below:

Type of application	Time a permit authority has to decide	If missing information is requested by the permit authority
Building permit certified (BA1) Demolition permit (BA5) Occupancy permit (BA9) Occupancy permit strata (BA11) Building approval certificate (BA13) Building approval certificate strata (BA15)	10 business days	Informal requests Through an informal request, the permit authority can ask for missing information, for example via phone or email, without stopping the clock. Formal requests When the permit authority wishes to stop the clock a formal request must be given in writing to the applicant. When this is sent, the clock is stopped. Once the information is received, the clock restarts and the permit authority has what was left of the 10 business days (or 25 business days for an uncertified application) to decide on the application.
Building permit uncertified (BA2) (Class 1a and Class 10 buildings and incidental structures only)	25 business days	When the permit authority wishes to stop the clock a formal request must be given in writing to the applicant. When this is sent, the clock is stopped. Once the information is received, the clock restarts and the permit authority has what was left of the 10 business days (or 25 business days for an uncertified application) to decide on the application. The permit authority will prescribe the time by when the missing information is to be provided. This time cannot exceed 21 days. The application assessment time may be extended through an agreement between the applicant and permit authority.

If the application is **not determined** within the specified timeframe and an extension has not been agreed to by the applicant and permit authority, the permit authority must refund the application fee.

If the application is **refused**, or 'deemed refused' because the application was not determined on time, the applicant may lodge an appeal against the decision by permit authority with the State Administrative Tribunal in accordance with the provisions under the Building Act. To avoid unnecessary delays in processing applications, applicants are encouraged to obtain planning or other approvals prior to applications being submitted.

Section 7: Choose the right form

The following Building Commission approved forms are available on our [website](#).

For applicants	
BA1	Application for building permit certified (<i>for any Class of building or incidental structure</i>)
BA2	Application for building permit uncertified (<i>for Class 1a and Class 10 buildings and incidental structures</i>)
BA5	Application for demolition permit (<i>for any Class of building or incidental structure</i>)
BA9	Application for occupancy permit (<i>for Class 2 to Class 9 buildings</i>)
BA11	Application for occupancy permit strata (<i>for Class 2 to Class 9 buildings</i>)
BA13	Application for building approval certificate (<i>for Class 1 and Class 10 buildings or incidental structures</i>)
BA15	Application for building approval certificate strata (<i>for Class 1 and Class 10 buildings or incidental structures</i>)
BA22	Application to extend a building or demolition permit
BA23	Application to extend time – occupancy permit or building approval certificate
BA24	Application for modification or non-application of building standards
For builders	
BA7	Notice of completion
BA8	Notice of cessation
BA20	Notice and request for consent to encroach or adversely affect other land (<i>required before granting of a building permit where applicable</i>)
BA20A	Notice and request for consent (response notice): protection structures, party walls, removal of fences, access to land (<i>may be required but is not a prerequisite for the granting of a building permit</i>)
For building surveyors	
BA3	Certificate of design compliance
BA17	Certificate of construction compliance
BA18	Certificate of building compliance

Section 8: General responsibilities for building work

APPLICATION AND GRANT OF BUILDING PERMIT			
Applicant	Builder	Building surveyor	Permit authority
<ul style="list-style-type: none"> Ensuring that all of the relevant documentation is provided and is correct (i.e. plans and specifications, payment of fees and levies, certifications, authorisations, etc.) Obtaining the necessary statutory approvals Providing consent or court order for work that may adversely affect other land or encroaches on other land For certain Class 2-9 commercial buildings lodging with the FES Commissioner copies of the plans and specifications that accompany the CDC 	<ul style="list-style-type: none"> Ensuring home indemnity insurance is in place (if relevant). Signing the application form as the builder. Obtaining consent or court order for work that may adversely affect other land or encroaches on other land. 	<ul style="list-style-type: none"> Ensuring the plans comply with the Building Code of Australia before signing and issuing a CDC. As part of the CDC process, liaising with the FES Commissioner if required for certain Class 2-9 commercial buildings. 	<ul style="list-style-type: none"> Checking applications are complete and in order and that all statutory requirements and approvals are in place. Granting building permits and listing conditions, required tests and/or inspections. Record keeping.
WHEN WORK IS BEING CARRIED OUT			
	<ul style="list-style-type: none"> Ensuring the building work complies with the applicable building standards. Ensuring building work complies with the approved plans and specifications. Ensuring the relevant inspections and/or tests are carried out. Providing notifications and obtain consents where necessary for work affecting other land. If relevant, providing notice of cessation to the permit authority and to the owner. 	<ul style="list-style-type: none"> May be engaged to ensure compliance. 	<ul style="list-style-type: none"> Carrying out compliance and enforcement function If relevant, approving new responsible person

AT COMPLETION OF WORK AND PRIOR TO OCCUPYING CERTAIN BUILDINGS

Applicant	Builder	Building surveyor	Permit authority
<ul style="list-style-type: none"> Submitting an application for an occupancy permit for Class 2-9 buildings. 	<ul style="list-style-type: none"> Submitting a notice of completion for all buildings to the permit authority including any relevant test and inspection certificates 	<ul style="list-style-type: none"> Carrying out inspections and issuing certificates of construction compliance to accompany an application for an occupancy permit for Class 2-9 buildings 	<ul style="list-style-type: none"> Ensuring notice of completion and the required inspection certificates are received Granting occupancy permits for Class 2-9 buildings

EXISTING BUILDINGS SEEKING AUTHORISATION

<ul style="list-style-type: none"> Ensuring that all the relevant documentation is provided and is correct Obtaining the necessary statutory approvals Determining whether the work will affect other land and getting consent if required 		<ul style="list-style-type: none"> Carrying out inspections and issuing certificate of building compliance (for occupancy permit – existing Class 2-9 buildings) Carrying out inspections and issuing certificate of building compliance (for building approval certificate – Class 1 and Class 10 buildings) 	<ul style="list-style-type: none"> Enforcement and record keeping Granting occupancy permit Granting building approval certificate Checking the building complies with the appropriate standards
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Section 9: Application fees and building services levy

Schedule 2 of the Building Regulations prescribes fees for applications submitted to permit authorities. These fees are either fixed or percentage rate, for example, building permit application fees are based on a percentage of the estimated value of building work. The percentage rate does not change as the value of building work to which the rate is applied changes with inflation.

Other fees, such as minimum building permit application fees and occupancy permit application fees, are fixed amounts (currently both are \$92.00). These fixed fees will be changed around July each year to reflect inflation.

In addition to prescribed fees under the Building Regulations, a building services levy is payable to the permit authority at the time an application for a permit or building approval certificate is made. The building services levy is prescribed in regulation 12 of the *Building Services (Complaint Resolution and Administration) Regulations 2011*. When a permit or building approval certificate is granted, the permit authority is required to remit the building services levy to the Building Commissioner within 14 days after the end of the month in which it issues or grants a permit or building approval certificate for which it receives an amount of building services levy.

If the permit authority refuses to grant a permit or building approval certificate, the permit authority must refund the building services levy to the owner of the land.

Certification fees for obtaining a certificate of design compliance or other certificates are not regulated and are set by the registered building surveyor engaged.

Schedule 2 Fees - *Building Regulations 2012* (as at 21 November 2014)

Please Note: fees are subject to change.

Division 1 — Applications for building permits, demolition permits

Item	Application	Fee
1.	Certified application for a building permit (s. 16(I)) —	
	(a) for building work for a Class 1 or Class 10 building or incidental structure	0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$92.00
	(b) for building work for a Class 2 to Class 9 building or incidental structure	0.09% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$92.00
2.	Uncertified application for a building permit (s. 16(I))	0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$92.00

Item	Application	Fee
3.	Application for a demolition permit (s. 16(l)) —	
	(a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure	\$92.00
	(b) for demolition work in respect of a Class 2 to Class 9 building	\$92.00 for each storey of the building
4.	Application to extend the time during which a building or demolition permit has effect (s. 32(3)(f))	\$92.00

Division 2 — Application for occupancy permits, building approval certificates

Item	Application	Fee
1.	Application for an occupancy permit for a completed building (s. 46)	\$92.00
2.	Application for a temporary occupancy permit for an incomplete building (s. 47)	\$92.00
3.	Application for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	\$92.00
4.	Application for a replacement occupancy permit for permanent change of the building's use, classification (s. 49)	\$92.00
5.	Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision (s. 50(1) and (2))	\$10.25 for each strata unit covered by the application, but not less than \$102.00
6.	Application for an occupancy permit for a building in respect of which unauthorised work has been done (s. 51(2))	0.18% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$92.00
7.	Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3))	0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$92.00



Item	Application	Fee
8.	Application to replace an occupancy permit for an existing building (s. 52(1))	\$92.00
9.	Application for a building approval certificate for an existing building where unauthorised work has not been done (s. 52(2))	\$92.00
10.	Application to extend the time during which an occupancy permit or building approval certificate has effect (s. 65(3)(a))	\$92.00

Division 3 — Other applications

Item	Application	Fee
1.	Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought)	\$2 040.00

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Section 10: Know the parties involved

Owner	<p>A person whose name is registered as a proprietor of the land; the State if registered as a proprietor of the land; or a person who holds a prescribed interest in the land. Refer section 5 of the Building Act.</p>
Building surveyor 	<p>The person who signs certificates of compliance on applications for building, demolition, occupancy permits or building approval certificates. A certifying building surveyor can be either private or employed by a permit authority. If a private building surveyor is engaged to provide this service, the applicant must ensure that the building surveyor is registered as a building surveying contractor under the <i>Building Services (Registration) Act 2011</i>.</p> <p>The certifying building surveyor must be independent, meaning that he or she cannot be an owner of the land, an employee of an owner, or the builder or demolition contractor or an employee of the builder or demolition contractor.</p>
Builder 	<p>The person responsible for the work being carried out under the building permit. Where works are required to be undertaken by a registered builder this person is required to be registered as a building contractor under the <i>Building Services (Registration) Act 2011</i>.</p>
Applicant	<p>The person making the application. This can be the owner, the designer, the builder or anyone else engaged to obtain the necessary permits for a project.</p>
Permit Authority	<p>Usually the relevant local government (Shire, Town or City Council) in whose district the building or incidental structure that is the subject of an application or notice is, or is proposed to be, located. A permit authority grants all the permits that are required under the Building Act and ensures that statutory requirements for the lodgement of the application are met. A permit authority has an enforcement role and can issue building orders to require builders to rectify building work that doesn't meet approved requirements.</p> <p>The State of Western Australia is also a permit authority, able to grant a permit for any building anywhere in the State. This power will primarily be used for government owned buildings. Special permit authorities can also be created to allow local governments to join together to provide building control services or deal with special precincts that might cover more than one local government area.</p>

Section 11: Keep up to date

Regular industry bulletins and newsletters are the Building Commission's way of keeping you informed of matters such as:

- general industry trends
- legislative changes
- registration, licensing
- notices of successful prosecutions

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