



Building Validation Fact Sheet

Front Fence

Note: This is a list of the minimum requirements for a Building Permit Application to successfully pass the City's validation process. You may later be asked for further information by a Building Surveyor. e.g. A Planning Approval may be required if the proposal involves a variation to the Acceptable Development provisions of the Residential Design Codes.

Application Form –Application forms are available from the Planning Counter or at <http://www.buildingcommission.wa.gov.au/building-approvals/forms-guides>

Application forms are required when submitting your application online as well as over the Planning and Building Counter or via the Post.

Site Plan (with existing building/s and scale) – Site plans are required to show all the existing buildings on your property and where fence is going to be situated. The site plan is also required to be at a scale of 1:200 and contain finished and ground levels.

Elevations/Sections – Elevations/Sections are required to show ground levels and heights of the proposed structure(s). Elevations/Sections are required to be at a scale of 1:200.

Structural Engineers plans (with scale) – Copy of plans endorsed (signed) are to be provided from a Structural Engineer. The Engineer's plans are required to be at either scales of 1:50 or 1:100.

Full Certificate of Title – A copy of the Certificate of Title and any associated easement information details is required for all applications. This is to include a copy of any Plan or Diagram depicting any Easement on the property. To be no older than 12 months.

BCITF form or BCITF receipt – The Building Construction Industry Trust Fund (BCITF) is only required to be paid for applications with a contract value that is over \$20,000 (cost of development including GST). You can either submit a completed BCITF form or if you wish to pay directly to BCITF you will need to supply a receipt from BCITF as proof of the payment. BCITF forms are available directly from BCITF (www.bcitf.org) or at the Building Counter.

Please Note: Certificate of Design Compliance is required for ALL Certified Applications.