BA1 CERTIFIED
BUILDING PERMIT APPLICATION
CHECKLIST

Shire of Northam
Heritage, Commerce and Lifestyle

395 Fitzgerald Street
PO Box 613
NORTHAM WA 6401
P: (08) 9622 6100
F: (08) 9622 1910
E: records@northam.wa.gov.au
W: www.northam.wa.gov.au

INFORMATION REQUIRED TO BE ATTACHED TO YOUR APPLICATION	YES	N/A
	Please tick applicable box	
ELECTRONIC COPY OF THE ALL THE FOLLOWING (via email, dropbox, CD or USB)**:**		
Form BA1 (Application Form) Fully Completed and Signed (Ensure postal address and Email are supplied for all parties)		REQD
Infrastructure Permit Application Form (Refer to information sheet)		
Form BA20 (Adversely Affecting Other Land) Fully Completed (if required)		
Copy of Owner Builder Permit (works over $20000 in Value by an approved owner builder)		
Copy of Planning Approval (if required)		
Home Indemnity Insurance Certificate or Owner Builder Permit (Residential Works over $20 000 in Value)		
CTF Levy Form completed or Receipt of online payment (For works over $20 000 in Value)		
Bushfire Assessment (if applicable)		
Heritage Approval (if applicable)		
Septic Approval issued by the Shire (if applicable)		
Stormwater Plan to be approved by the Shire prior to application and included in Approved Plans (Refer to the Shire's Stormwater Information Sheet available on the Shire's Website)		
Certificate of Design Compliance issued by Private Building Certifier Certificate to include all Classes of buildings applicable i.e. A garage greater than 10% of the floor area of the dwelling (Class 1a) is to be included as a Class 10a		
All documents listed on the Certificate of Design Compliance must be attached		

FEES to be Paid (Current at 1st July 2021):	
Certified Building Application Fee Class 1 & 10 Value of construction (inc. GST) $ x 0.19% Minimum Fee $ 110.00 Class 2-9 Value of construction (inc. GST) $ x 0.09% Minimum Fee $ 110.00	$
CTF levy (for work over $20 000 in Value) Value of construction (inc. GST) $ x 0.2%	$
Building Services Levy Fee (all applications) Value of construction (inc. GST) $ x 0.137% Minimum Fee - $61.65	$
Infrastructure Bond for potential rectification of the Shire's infrastructure Residential (Class 1 & 10) - $1020 if value of work is over $20 000, All Earthworks & All In-ground Pools Commercial (Class 2-9) - $1530 if value of work is over $20 000	$
Infrastructure Permit Application Fee - $190.00 (Reqd if bond is applicable)	$
TOTAL FEES PAYABLE	$

I (enter name)_____ being the applicant for this permit, acknowledge that should any information marked as included, not actually be included, the application will become an incomplete application and therefore may be returned without assessment.

Signed: Date:

PLEASE COMPLETE THIS SECTION IF PAYING BY CREDIT CARD

Name as shown on Card…… Signature……

Amount $..... Expiry Date...../…… CCV……

ALL FEES MUST BE PAID IN FULL BEFORE A BUILDING APPLICATION WILL BE ACCEPTED

OFFICE USE ONLY

Receiving officer name:
Signed: Date:

ASSESSMENT NUMBER APPLICATION NUMBER