



Shire of Brookton

Uncertified Building Application Checklist

Outbuilding over 10m² in area

Required information	No	Yes
Copy of Planning Approval Certificate from Local Government Authority		
Builders Name, Address and Registration Number		
Owner/Builder Statutory Declaration x Number of Owners or appointed agent		
Owner-Builders/name/address/ Registration Number		
Application Form Signed by Builder		
Market Value of Total Works		
Consent of adjoining owner /court order to authorize encroachment/impairment of adjoining lands		
2 x Floor Plans showing room sizes, window sizes and location of smoke alarms		
2 x Elevations showing natural ground level, proposed FFL and FGL		
2 x Cross Sections showing footings, walls, eaves and roof details		
2 x Specifications		
2 x Signed Engineers details for footings, walls, retaining walls and structure as required including Seismic zone/wind load/soil type		
Council Building surveyor to Certify or referred to external surveyor/Certifier		
All plans signed and certified by a structural engineer		
Copy of Planning Approval Certificate from Local Government Authority		
Heritage approval		
FESA approved plans if over 500m ²		
Environmental Health Completed septic system application form with 2 x copies of plans if required		
Department of Environment and conservation		
Department of Water		
Water Corporation approved plans		
Application to be signed by each owner of the property or appointed agent		
Home indemnity/professional indemnity insurance Certificate obtained		
BCITF levies have been paid		
Deposit paid for footpath/kerbing damage etc.as required		
Power supplier		