

# Preliminary Building Code Appraisal Application Form

Local Government (Miscellaneous Provisions) Act 1960, s. 374

Building Regulations 1989, reg.10 (2)



Application No: \_\_\_\_\_

**\*PLEASE NOTE: This is not an application for a Building Licence**

\_\_\_\_\_/\_\_\_\_\_  
(Office Use Only)

## Address of Property

Address:

  

Lot No:

Volume:

Folio:

Certificate of Title:

## Details of Work

Please specify type of building (eg: residence, shop, factory) & type of alteration or addition (eg: carport, additional storey, office etc).

  

Classification:

No of Units:

No of Storeys:

Floor Area:

(Mandatory)

Preliminary Estimated \$

Value: (Mandatory)

Does the above amount include  
GST: (tick appropriate box)

Yes

No

Total Cost of Construction: \$

(Mandatory)

Does the amount include GST:

Yes

No

(tick appropriate box)

## Applicant Details

Name:

Address:

  

Phone:

Fax:

Mobile:

E-Mail:

Signature of  
Applicant:

Date:

## Ownership Details

Name:

Address:

  

Phone:

## Occupier Details

Name

Address:

  

Phone:

**Please tick appropriate box**

Planning Approval previously granted:

Yes

No

If yes, please quote Reference No:

(eg.11/2013)

\_\_\_\_\_/\_\_\_\_\_

<b>OFFICE USE ONLY</b>		Scheduled Fee:	Receipt No:		Scheduled Fee:	Receipt No:
	Preliminary Building Fee					
				<b>Total:</b>	<b>\$</b>	

**Checklist and Information for documentation required at submission**

**\*Please note that this is not an application for a Building Licence. The correct form titled 'Building Licence Application Form' is also located on the website, please call Applications Coordinator on 9461 3366 for further details.**

<b>1. Preliminary Building Code Appraisal Application Form</b>	<input type="checkbox"/>
<b>2. Two (2) Sets of Plans</b>	<input type="checkbox"/>
<b>3. Applicable Fees Payable</b>	<input type="checkbox"/>
<b>Please ensure that all forms are <u>FULLY AND CORRECTLY COMPLETED</u></b>	

**Documentation Required:**

Application Form, 2 sets of plans

**Preliminary Building Code Appraisal Fee**

25% of Building Licence Fee. (Building Regulations 1989 – Part 6 Fees).  
The minimum fee is \$85 and Work Bond, BCITF and BRB Levies are not required.

**Notes ....**

1. The application form must be fully completed and the property identified (a lot number without a legal description is insufficient, ie a diagram/plan number or the volume/folio numbers must be provided.)
2. You will be contacted by your assessing Building Surveyor if other documentation is required for referral to other statutory authorities eg: Main Roads WA.
3. Plans must include Site Plan, Floor Plan and Elevations.
4. **All fees are required to be fully paid before an application will be assessed.**