



SHIRE OF KATANNING

"Heart of the Great Southern"

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Residential

If you intend to build a house in the Shire of Katanning, you may need Planning Approval and you will definitely require a Building Licence.

When do I need a Planning Approval?

- ❑ You may build a house in a residential or rural zone without formal planning approval. Planning approval is required to build a house or shed in a **special rural** zone.
- ❑ Planning approval is required if you would like to construct a grouped dwelling (duplex) or relocate a second hand dwelling. Grouped dwellings are not permitted in the special rural zone.
- ❑ Planning approval is required if you would like a setback variation. A setback is the distance between the wall of a building and a lot boundary, street alignment or another wall. Setback distances vary across Katanning. Please contact the Shire to discuss setback requirements.

What do I need to submit to get a Building Licence?

A Building Licence is required if you intend to construct or alter, add to, repair or underpin, a residential building. Please submit the following details to Council.

- ❑ Two copies of site plan (scale not less than 1:200) showing:
 - Title block (owner name, address of development)
 - Scale and North arrow
 - Size, shape and position of block
 - Dimensions and position of proposed and existing buildings, showing distance to lot boundaries
 - Finished floor levels relative to ground level and datum
 - Proposed Crossover
 - Septic tanks and leach drains
 - Stamped by Water Corporation
- ❑ Two copies of full working drawings and specifications, including fully dimensional floor plan, two elevations, ceiling height, window sizes, ventilation, storm water disposal and all structural detail (timber sizes, grades, centres, spans, footings details, concrete and wall thickness).
- ❑ Completed application form and fees, including builders or owners signature.
- ❑ Completed BCITF form for works over \$20,000 in value.

- ❑ Statutory Declaration from 'Owner Builder' for works over \$20,000. If a registered builder will be undertaking the work on owner's behalf, a Statutory Declaration form is not required.
- ❑ If a Registered builder is carrying out the work a copy of the Home Indemnity Insurance is required prior to issue of building licence
- ❑ Structural Engineers details for footings, two (or more) storey construction, retaining walls over 750mm high, or where requested by Council.
- ❑ Septic tank applications completed by licensed plumber (for unsewered areas)
- ❑ Completed energy efficiency checklist

Second hand relocated dwellings

An application for planning approval must be accompanied by a site plan, photos of the building, details of any renovations and a certificate from a practising structural engineer confirming that the building is suitable for transportation and capable of retaining its structural integrity during the course of relocation and on the new site.

Relocated second hand buildings must be re-clad to disguise original fibro cladding and re-roofed if deemed necessary. Sea containers must be re-clad and be provided with a pitched roof to disguise sea container exterior. Stump infill (stump screening) shall be provided to all relocated second hand dwellings.

Once planning approval is granted the applicant must apply for a building licence. Any relocated second hand dwelling is considered a new dwelling and must comply with current housing standards including energy efficiency provisions of the Building Code of Australia. Application for a building licence must be accompanied by a certificate from a licensed pest control operator verifying the building is free from termites.

The applicant must submit a bond of \$5,000 to the Shire, to be returned upon the building being reinstated to an acceptable standard of presentation, to the satisfaction of the Chief Executive Officer, within a period of twelve months from the issue of the building licence.

Fees

Fees are calculated as follows:

	08/09
Building Fee	0.35% of value of building work (minus GST) with a minimum of \$85.00
Building Levy	\$39.00
BCITF Levy (for building work over \$20 000 in value)	0.2% of value of building work (including GST)
Septic Tank Fees	\$208.00
Town Planning Fee	\$123

Rural Street Addressing Number (new buildings in rural areas only)	\$44
Owner Builder (apply to Builders Registration Board)	\$119

Cancellation of Building Licence

If you have obtained a building licence and then do not wish to proceed with the building work the Chief Executive Officer is authorised to cancel the building licence. No refund will be made on building licence fees except in cases of hardship.

Expiry of Building Licence

A building licence is valid for a period of two years and must be substantially commenced within 12 months. If a building licence expires you will need to apply for a new building licence.

****DISCLAIMER****

This information sheet is a guide only. Verification with original By-laws, Acts, Planning Schemes, and other relevant documents is recommend for detailed references. The Shire of Katanning accepts no responsibility for errors or omissions.