



Summary of changes to Building Approval forms – 12 February 2013

This document is provided as a guide to some of the main changes to the forms only, and you should refer to the *Building Act 2011* and *Building Regulations 2012* for full details of their requirements.

Part number (grey sections on forms)	Point number	Details of change (Red=deletion, Green=addition, Black=unchanged, Black italic=notes)
BA1 – Application for Building Permit		
2		Will the building work be government owned?
2		<i>Check boxes and more options added to ‘What are the main materials used in the building work?’ section.</i>
3		*If you are authorised to sign on behalf of the owner, please provide your legal authorisation. <i>Owner’s signature is not required for class 1 and 10 buildings on applications lodged before 1 July 2013.</i>
6	2	(Point 2, dot point 1) all <i>relevant</i> prescribed authorities have been obtained, and have or are being complied with; and
6	2	(In bold) Provide evidence of compliance with approvals and notifications given.
6	3	(Class 2-9 buildings only, <i>where required by the regulations</i>) In accordance with section 20 of the <i>Building Act 2011</i> and regulation 18 of the <i>Building Regulations 2012</i> , the plans and specifications specified in the certificate of design compliance have been given to the <i>FES Commissioner</i> .
6	4 (in box)	Attach a copy of each consent (<i>Form BA20</i>) or court order obtained.
6	5	Attach a copy of each consent (<i>Form BA20</i>) or court order obtained.
6	6	<i>6. If the proposed building work is for a class 1 or 10 building that includes alternative solutions to building standards, details have been provided with the application.</i>
6	6 (in box)	<i>Details of each alternative solution not shown on the plans or specifications.</i>
BA2 – Application for Building Permit – Uncertified		
2		Building Code of Australia (BCA) class of the building(s) (refer to the certificate of design compliance)



2		<i>Check boxes and more options added to 'What are the main materials used in the building work?' section.</i>
2		Will the building work be government owned?
4		Builder's Building contractor's name (as shown on Register of Builders)
6	2	2. In accordance with section 20 of the Building Act 2011 and regulation 18 of the Building Regulations 2012: ○ all relevant prescribed authorities have been obtained and have been or are being complied with; and ○ all prescribed notifications have been given. <i>Sections that follow renumbered accordingly</i>
6	2 (in box)	Provide evidence of compliance with notifications given. It is not necessary for evidence of compliance with authorities to be provided with this application at lodgement. It will however assist in an early granting of this permit if required authorities are obtained prior to lodgement. For information on prescribed requirements, refer to the 'Guide to lodging an uncertified building permit application'.
6	4 (previously point 5)	5. If the proposed building work is for a class 1 or 10 building that includes alternative solutions to building standards, details need to be have been provided with this application.
6	4 (previously point 5)	Provide details of each alternative solution not shown on the plans and specifications.
BA3 – Certificate of Design Compliance		
Header		Building Regulations 2012, regulation 47 4, 18a, 18b, 18c
Header	Office use only box	Application Certificate number
1	Title	Property this application certificate relates to
2		<i>Entire declaration revised, please replace all</i>
2	First boxed field	Building surveying practitioner's name
2		Building surveying practitioner's signature
3	Heading	3. Applicable building standards Building standards applicable to the building or incidental structure
5 (previously part 6)		<i>Entire 'work affecting other land' section removed and sections that follow renumbered accordingly.</i>
6 (previously	Heading	6. FESA advice Fire and Emergency Services Commissioner's advice (class 2-9 buildings only)



part 7)		
6 (previously part 7)		Details of any advice given by the Fire and Emergency Services (FES) Commissioner FESA in respect of the plans and specifications:
		Any part of this advice that I do not intend to follow Details of any notification given to the FES Commissioner under regulation 15a(1):
7 (previously part 8)		Building surveying contractor/local government public authority's name
7 (previously part 8)		Building surveying contractor/local government public authority officer's signature
BA4 – Building Permit		
Header		Western Australian Building Act 2011, section 16 25 Building Regulations 2012, regulation 4, 16 21
1		Builder Building contractor's name
2		Secondary BCA class (if applicable for multi-purpose buildings)
3		Name Building surveying contractor/public authority's name
BA5 – Application for Demolition Permit		
6	2	2. In accordance with section 21 of the <i>Building Act 2011</i> and regulation 19 of the <i>Building Regulations 2012</i> : - All relevant prescribed written laws authorities have been obtained and have or are being complied with. - All prescribed notifications have been given.
6	2 (in box)	Provide evidence of compliance with approvals and notifications given.
BA6 – Demolition Permit		
Header		<i>Building Regulations 2012</i> , regulation 4, 22



2		Indicate if this is a full demolition or a partial demolition Demolition: <input type="checkbox"/> Full <input type="checkbox"/> Partial
BA7 – Notice of Completion		
Header	Office use only box	Application Reference number
Header		<i>Building Regulations 2012, regulation 4</i>
1	Title in grey box	Property this application notice relates to
1		<input type="checkbox"/> Building work <input type="checkbox"/> Demolition work
1	New box added	Permit number
2	5	I have attached a copy of plans and specifications that show variations to the plans and specifications specified in the applicable certificate of design compliance (applies to minor variations to building permits only); and
BA8 – Notice of Cessation		
Header		<i>Building Regulations 2012, regulation 4</i>
Header	Office use only box	Application Reference number
1	Heading	Property this application notice relates to
1		<input type="checkbox"/> Building work <input type="checkbox"/> Demolition work
1	New box added	Permit number
2		<p>Notification points replaced</p> <ol style="list-style-type: none"> 1. I am the builder/demolition contractor named on building permit/demolition permit number _____; and. 2. Details about the work not completed, and inspections and tests carried out prior to this notice, are provided in sections 3 and 4 of this notice. the building work/stage of building work/demolition work is not complete; and 3. I ceased the building work/stage of building work/demolition work on (date) _____; and 4. details about the work not completed, and inspections and tests carried out prior to this notice, are



		<p>provided with this notice; and</p> <p>3. The work I have completed complies with the plans and specifications specified in the applicable certificate of design compliance (applies to building permits only). I have attached a copy of each certificate or test mentioned in section 25(3)(h) (applies to building permits only) plans and specifications that show variations to the plans and specifications specified in the applicable certificate of design compliance (applies to minor variations to building permits only).</p>
2	Below point 4, new boxes added	<p>The building work is <input type="checkbox"/> Complete <input type="checkbox"/> Incomplete</p> <p>Details of incomplete work <input type="checkbox"/> Building work <input type="checkbox"/> Stage of building work <input type="checkbox"/> Demolition work</p> <p>Date of cessation</p>
BA9 – Application for Occupancy Permit		
Header		<p><i>Western Australian Building Act 2011</i>, section 46, 47, 48, 49, 51, 52, 54</p> <p><i>Building Regulations 2012</i>, regulation 4</p>
5	3 (in box)	Attach a copy of each consent (Form BA20) or court order obtained.
5	2	<p>2. In accordance with section 58 of the <i>Building Act 2011</i> and regulation 37 of the <i>Building Regulations 2012</i>:</p> <p>- all relevant prescribed authorities have been obtained and have or are being complied with.</p> <p>-All prescribed notifications have been given.</p>
		Provide evidence of compliance with approvals and notifications given.
BA10 – Occupancy Permit		
1		Secondary BCA class (if applicable for multi-purpose buildings)
2	Title in grey box	2. Applicable Certificate of construction compliance or building compliance



2		Certificate of design construction compliance or certificate of building compliance issued by:
BA11 – Application for Occupancy Permit – Strata		
5	2	2. In accordance with section 58 of the <i>Building Act 2011</i> and regulation 37 of the <i>Building Regulations 2012</i> : - all prescribed authorities have been obtained and have or are being complied with. -All prescribed notifications have been given.
5	2 (in box)	Provide evidence of compliance with approvals and notifications given.
BA12 – Occupancy Permit – Strata		
Header		<i>Western Australian Building Act 2011</i> , section 50, 60 , 61
1		Main BCA class of the building
1		Secondary BCA class (if applicable for multi-purpose buildings)
BA13 – Application for Building Approval Certificate		
5	2	2. In accordance with section 58 of the <i>Building Act 2011</i> and regulation 37 of the <i>Building Regulations 2012</i> : - all prescribed authorities have been obtained and have or are being complied with. -All prescribed notifications have been given.
5	2 (in box)	Provide evidence of compliance with approvals and notifications given.
5	3	Has consent or a court order been obtained?
5	3	Attach a copy of each consent (<i>Form BA20</i>) or court order obtained.
BA14 – Building Approval Certificate		
1		Secondary BCA class (if applicable for multi-purpose buildings)



1		Main BCA class of the building
BA15 – Application for Building Approval Certificate – Strata		
5	2	2. In accordance with section 58 of the <i>Building Act 2011</i> and regulation 37 of the <i>Building Regulations 2012</i> : - all prescribed authorities have been obtained and have or are being complied with. -All prescribed notifications have been given.
5	2 (in box)	Provide evidence of compliance with approvals and notifications given.
5	3	Attach a copy of each consent (<i>Form BA20</i>) or court order obtained.
BA16 – Building Approval Certificate – Strata		
1		Secondary BCA class (if applicable for multi-purpose buildings)
BA17 – Certificate of Construction Compliance		
1	Title in grey box	Property this application -certificate relates to
2	1	<input type="checkbox"/> I certify that The building is complete a) The building identified in this certificate has been completed in accordance with the plans and specifications that are specified in the applicable certificate of design compliance associated with building permit number/s listed in part 3 of this certificate. b) The building otherwise complies with the building permit/s noted below including each condition that applies to the permit(s). c) In its current state, the building identified in this certificate, is otherwise suitable to be used in the way proposed in the attached Application for Occupancy Permit . <input type="checkbox"/> I certify that The building is incomplete a) Occupying or using the building in its current state in the way proposed in the attached Application for Occupancy Permit would not adversely affect the safety and health of its occupants or other users; and



		In its current state, the building specified in this certificate, is suitable to be used in the way proposed in the attached Application for Occupancy Permit.
2	2	In making this declaration, I rely on the technical documents specified in part 4 of this certificate.
2	3	I am an independent building surveyor as defined in section 4 of the <i>Building Act 2011</i> .
2	First boxed field	Building surveying practitioner's Certifier's name
2		Building surveying practitioner's signature of certifier
4	New section added	4. Technical documents List relevant technical documents <i>Sections that follow renumbered accordingly</i>
5 (previously 4)		Building surveying contractor/ local government public authority's name
5 (previously 4)		Building surveying contractor/ local government public authority officer's signature
BA18 – Certificate of Building Compliance		
Header		<i>Building Regulations 2012</i> , regulation 4, 36
1	Title in grey box	Property this application -certificate relates to
1		Proposed use of building(s)
2		<p><i>Delete points 1-5 of old declaration section and replace with the following:</i></p> <ol style="list-style-type: none"> 1. <i>Occupying or using this building or incidental structure in its current state in the way proposed would not adversely affect the safety and health of its occupants or other users.</i> 2. <i>The building or incidental structure in its current state is otherwise suitable to be used in the way proposed.</i> 3. <i>The building or incidental structure complies with each relevant authority under a written law that is prescribed in regulation 36(1) of the Building Regulations 2012.</i> 4. <i>A declaration under section 39 of the Building Act 2011 to not apply or modify a building standard specified in part 3 of this certificate in respect to this building <input type="checkbox"/> has been made or <input type="checkbox"/> has not been made.</i> 5. <i>Each alternative solution together with details of the assessment methods used to establish compliance with</i>



		<p><i>a building standard is set out in part 5 of this certificate.</i></p> <p><i>Point 10 retained as per previous version but becomes point 6. New point 7 and 8 added as below. Old point 9 becomes point 8.</i></p> <p><i>7. Where this application is:</i></p> <p><i>a) <input type="checkbox"/> An application mentioned in section 48 or 52(1) or (2)</i></p> <p><i>1. This building or incidental structure substantially complies with the building permit, building licence or other approval that was granted in respect of the construction of the building or incidental structure applicable at the time of its construction; or</i></p> <p><i>2. This building or incidental structure substantially complies with each applicable building standard or other prescribed requirement in relation to the technical aspects of the construction of the building or structure.</i></p> <p><i>b) <input type="checkbox"/> An application other than an application mentioned in section 48 or 52(1) or (2)</i></p> <p><i>This building or incidental structure substantially complies with each applicable building standard.</i></p> <p><i>c) <input type="checkbox"/> An application mentioned in section 51(2) or 51(3)</i></p> <p><i>The plans, specifications and technical documents that show how this building complies with each building standard that applies to this building or incidental structure are set out in part 4 of this certificate.</i></p>
2		Registered Building surveying practitioner's name
2		Building surveyor -surveying practitioner's signature
3	Title in grey box	Applicable building standards applicable to the building or incidental structure
4		Technical documents:
6		Building surveying contractor/ permit public authority's name
6		Building surveying contractor/ permit public authority officer's signature
BA20 – Notice and Request for Consent to Encroach or Adversely Affect		
Header	Title of form	Notice and Request for Consent to work affecting other land — Encroach ment or Adversely Affect ing
Header		<i>Building Regulations 2012, regulation 4</i>



Header	Office use only box	Application Reference number
Header		If building or demolition work will encroach or adversely affect other land this consent form, signed by the owners of the adjoining land, must be attached to the building permit application. Please refer to the attached 'Work Affecting Other Land' guide for further information.
Header		<p>Information for the owner of affected land</p> <p>The <i>Building Act 2011</i> requires the consent of the adjoining land owner(s) where building or demolition work is likely to encroach or adversely affect that land, prior to the building permit being granted and the work commencing.</p> <p>Please note that if the consent sought by this notice is not given within 28 days, a person responsible for the work may apply under section 86 of the <i>Building Act 2011</i> to the Magistrate's Court for a court order.</p> <p>The completed response notice must be returned to the person responsible for the work, usually the builder. The details are listed below. Please keep a copy for yourself or ask the person responsible for the work to provide you with one.</p> <p>The person responsible for the work may also request your consent to arrange for access to your property in order to carry out a survey of the affected land. You can indicate your consent in part 7 of this notice.</p> <p>The brochure 'Work Affecting Other Land' provides further important information and a copy should accompany this form.</p>
5	New point added	<p>5. Access for survey</p> <p><input type="checkbox"/> I do request consent to access the property to carry out a survey of the affected land; or</p> <p><input type="checkbox"/> I do not request consent to access the property to carry out a survey of the affected land.</p> <p><i>Details of proposed survey</i></p> <p><i>Sections that follow renumbered accordingly</i></p>



<p>7 (previously 6)</p>		<p>Notice to owner of affected land</p> <p>In accordance with the <i>Building Act 2011</i>, the consent of owner(s) of adjoining land that is/are reasonably likely to be affected by work that adversely affects adjoining land, must be sought prior to a building permit being granted and the work commencing.</p> <p>Please note that if the consent sought by this notice is not given within 28 days, a person responsible for the work may apply under section 86 of the <i>Building Act 2011</i> to the Magistrate's Court for a court order.</p> <p>The completed response notice must be returned to the person responsible for the work, usually the builder. The details are listed above. Please keep a copy for yourself or ask the person to provide you with one.</p> <p>The person responsible for the work may also request your consent to arrange for access to your property in order to carry out a survey of the affected land. You can indicate your consent below.</p> <p>The brochure 'Work Affecting Other Land' provides further important information and a copy should accompany this form.</p> <p>In accordance with section 85 of the <i>Building Act 2011</i>, I hereby respond to the notice provided to me and:</p> <p><input type="checkbox"/> I consent to what is the proposed in parts 4 and 5 of this notice work; or</p> <p><input type="checkbox"/> I do not consent to what is the proposed in parts 4 and 5 of this notice work.</p> <p><input type="checkbox"/> I consent for the person to access my property to carry out a survey of the affected land (if required)</p> <p><input type="checkbox"/> I do not consent for the person to access my property to carry out a survey of the affected land</p>
<p>7 (previously</p>	<p>Heading in grey</p>	<p>7. Consent (response notice)</p>



6)	box	
BA20A – Notice and Request for Consent (Response Notice): Protection Structures, Party Walls, Removal of Fences, Access to Land		
Header	Title of form	Notice and Request for Consent (Response Notice) to work affecting other land – notifiable events Protection Structures, Party Walls, Removal of Fences, Access to Land
Header		<i>Western Australian Building Act 2012</i> , section 78, 79, 80, 81, 84, 85 <i>Building Regulations 2012</i> , regulation 4
Header	Office use only box	Application Reference number
Header		If building or demolition work will affect adjoining land this consent form, signed by the adjoining owners, must be obtained prior to the work commencing. Please refer to the 'Work Affecting Other Land' brochure for further details.
Header		<p>Information for the owner of affected land</p> <p>The <i>Building Act 2011</i> requires the consent of the adjoining land owner(s) where building or demolition work is likely to encroach or adversely affect that land, prior to the building permit being granted and the work commencing.</p> <p>Please note that if the consent sought by this notice is not given within 28 days, a person responsible for the work may apply under section 86 of the <i>Building Act 2011</i> to the Magistrate's Court for a court order.</p> <p>The completed response notice must be returned to the person responsible for the work, usually the builder. The details are listed below. Please keep a copy for yourself or ask the person responsible for the work to provide you with one.</p> <p>The person responsible for the work may also request your consent to arrange for access to your property in order to carry out a survey of the affected land. You can indicate your consent in part 7 of this notice.</p> <p>The brochure 'Work Affecting Other Land' provides further important information and a copy should accompany this form.</p>
5	New point added	<p>5. Access for survey</p> <p><input type="checkbox"/> I do request consent to access the property to carry out a survey of the affected land; or</p>



		<p><input type="checkbox"/> I do not request consent to access the property to carry out a survey of the affected land.</p> <p>Details of proposed survey</p> <p><i>Sections that follow renumbered accordingly</i></p>
7 (previously 6)		<p>Notice to owner of affected land</p> <p>In accordance with the <i>Building Act 2011</i>, the consent of owner(s) of adjoining land that is/are reasonably likely to be affected by work that adversely affects adjoining land, must be sought prior to a building permit being granted and the work commencing.</p> <p>Please note that if the consent sought by this notice is not given within 28 days, a person responsible for the work may apply under section 86 of the <i>Building Act 2011</i> to the Magistrate's Court for a court order.</p> <p>The completed response notice must be returned to the person responsible for the work, usually the builder. The details are listed above. Please keep a copy for yourself or ask the person to provide you with one.</p> <p>The person responsible for the work may also request your consent to arrange for access to your property in order to carry out a survey of the affected land. You can indicate your consent below.</p> <p>The brochure 'Work Affecting Other Land' provides further important information and a copy should accompany this form.</p> <p>In accordance with section 85 of the <i>Building Act 2011</i>, I hereby respond to the notice provided to me and:</p> <p><input type="checkbox"/> I consent to what is the proposed in parts 4 and 5 of this notice work; or</p> <p><input type="checkbox"/> I do not consent to what is the proposed in parts 4 and 5 of this notice work.</p> <p><input type="checkbox"/> I consent for the person to access my property to carry out a survey of the affected land (if required)</p> <p><input type="checkbox"/> I do not consent for the person to access</p>



		my property to carry out a survey of the affected land
7 (previously 6)	Heading in grey box	7. Consent (response notice)
BA21 – Building Order		
Header		<i>Western Australian Building Act 2012, section 110, 112, 115, 116, 122</i>
3	Above third box	In accordance with section 112(3)(c) of the <i>Building Act 2011</i> you are required to notify ...
BA22 – Application to Extend a Building or Demolition Permit		
Header		<i>Building Regulations 2012, regulation 4, 23(2)</i>