

CARAVAN PARK NAME: _____

CARAVAN PARK OWNER'S/MANAGER'S DETAILS:

Name: _____ owner/manager (delete)

Address: _____ P/code: _____

Phone (Work): _____ (Fax): _____

Email: _____

Contact Person: _____ Date: _____

*The signature of the owner/manager is required certifying their approval.
This application will not proceed without this signature.*

OFFICE USE ONLY

Date Rec'd: _____

Rec'd by: _____

Approval No. _____

Ass No: _____

Parcel No. _____

Surveyor: _____

TENANT'S DETAILS:

Name: _____

Bay No and C/Pk Name: _____

Phone: (Work) _____ Home: _____ Fax: _____

Email: _____

Signature: _____ Date: _____

BUILDING FEES

Bldg Fee: _____

CTF _____

Total: _____

Amended Plan: _____

HII: _____

APPLICANT DETAILS (Builder)

Builder/Owner Builder Reg No: (if required) _____

Name: _____

Signature: _____ **(must be completed)**

Address: _____

Phone No. _____ Fax No. _____

Email: _____

Est. Value of Building Works \$ _____ (inclusive of GST)

Building Details: Area _____ Height _____

CONTACT

R/R: _____

Advised: _____

Posted: _____



BUILDING APPROVAL:

Type of Work:

New Buildings

- 1A ☐ Park Home
 1A ☐ Caravan
☐ Other (specify)

Materials:

Walls

- 60A ☐ "Colorbond" Walls (incl. Sandwich Panel)
 60B ☐ "Zincalume" Walls
 60C ☐ Steel Columns/Steel Frame
 60D ☐ Timber Posts
 40 ☐ Timber Frame
 10 ☐ Lattice
 80 ☐ Other (specify)

Alterations/Additions

- 2A ☐ Habitable
 2B ☐ Internal Additions
 2A ☐ Rigid Annexe
 2A ☐ Flexible Annexe
 2C ☐ Closed Sided Carport
 2D ☐ Carport
 2E ☐ Verandah
 2E ☐ Tropical Roof
 2F ☐ Pergola
☐ Other (specify)

Floor

- 20A ☐ Concrete
 10 ☐ Timber
☐ Other (specify)

Roof

- 60A ☐ "Colorbond" (Incl. Sandwich Panel)
 60B ☐ "Zincalume"
 40 ☐ Shadecloth
 80 ☐ Fibreglass Sheets etc.
☐ Other (specify)

SUBMITTED PLANS (TWO COPIES) ARE REQUIRED TO SHOW:

- Site plans with neighbouring building clearances (setbacks and separation distances (Scale 1:200);
- Elevations of proposed structure (including existing buildings and proposed addition) (Scale 1:100 or 1:50);
- Section drawing showing details of construction (name and sizes of materials including the footings);
- Specifications details;
- Drainage details.

IF THE PROPOSAL IS VALUED ABOVE \$20,000:

- Owner Builders must include the value of labour in the estimated cost of construction;
- The proposed structure is required to be constructed by a Registered Builder or by an Owner Builder registered by the Building Commission of Western Australia.

FEES: Building Approval fee to be paid when making application.

- Minimum Fee - \$110.00 or cost of construction (over \$20,000) x 0.32%
- CTF (Construction Training Fund) Levy – x 0.2% of the cost of construction (over \$20,000)
- No BSL (Building Services Levy) fee is payable for Caravan Park Applications.

HOME INDEMNITY INSURANCE

- H.I.I. is mandatory for building development in excess of \$20,000.

BUILDING APPLICATION CHECKLIST

Copies of all the below are required:

SITE PLAN (drawn to 1:200 preferred)

- Setback/separation dimensions - from existing adjacent caravan/annexe/buildings
- Are septic/leach drains shown
- North point, bay no, bay size and shape
- Are roads shown

FLOOR PLAN (drawn to 1:100 preferred)

- All horizontal dimensions including wall thickness
- Wall construction i.e. type of material
- Any required beams e.g. strutting - bulkhead - verandah
- Doors - windows - other openings

SECTION (drawn to 1:50 preferred)

- Footings - size and type - reinforcing if any
- Slab - thickness - reinforcing if any
- Wall structure - framed/composite/columns/piers/posts - stirrups
- Roof tie down method
- Beams/trusses/purlins/girts/rafters/struts, sizes and specifications
- Method of attachment to existing building e.g. brackets/bolts/screws etc.
- Vertical heights - wall/rise of roof height under beams and ceiling

ELEVATIONS (drawn to 1:100 preferred)

- Doors - windows - openings, sizes and positions
- Cladding - type - fixings - finish
- Gutters & downpipes

OWNER BUILDER

Where an Owner/Tenant wishes to re-locate a Park Home or Rigid Annexe from outside the caravan park they shall provide the Caravan Parks Regulations Certificates of both a Registered Builder and a Professional Engineer.

Park Homes are not permitted to be built on a caravan park. They may only be assembled on the park.

Alterations or additions to Park Homes etc. are permitted to be made on site however, you should seek advice of the Building Surveyor well beforehand.

A licenced electrician and plumber must be used for any electrical and plumbing installations.

All building work on your site must be approved by the park owner or manager in writing and submitted with your application.

SPECIFICATIONS

- A description of the materials to be used and the methods employed for the application/installation of those materials.

CERTIFICATION

- When required, a "Professional Engineer" certificate to be provided.

NOTE:

All certificates, details, plans etc. are required to have the original signature 'in ink' of the attesting professional.