



CARAVAN PARK NAME: _____	
<p><u>CARAVAN PARK OWNER'S/MANAGER'S DETAILS:</u></p> <p>Name: _____ owner/manager (delete)</p> <p>Address: _____ P/code: _____</p> <p>Phone (Work): _____ (Fax): _____</p> <p>Email: _____</p> <p>Contact Person: _____ Date: _____</p> <p><i>The signature of the owner/manager is required certifying their approval. This application will not proceed without this signature.</i></p>	<p><u>OFFICE USE ONLY</u></p> <p>Date Rec'd: _____</p> <p>Rec'd by: _____</p> <p>Approval No. _____</p> <p>Ass No: _____</p> <p>Parcel No. _____</p> <p>Surveyor: _____</p>
<p><u>TENANT'S DETAILS:</u></p> <p>Name: _____</p> <p>Bay No & C/Pk Name: _____</p> <p>Phone: (Work) _____ Home: _____ Fax: _____</p> <p>Email: _____</p> <p>Signature: _____ Date: _____</p>	<p><u>BUILDING FEES</u></p> <p>Bldg Fee: _____</p> <p>CTF _____</p> <p>Total: _____</p> <p>Amended Plan: _____</p> <p>HII: _____</p>
<p><u>APPLICANT DETAILS (Builder)</u></p> <p>Builder/Owner Builder Reg No: (if required) _____</p> <p>Name: _____</p> <p>Signature: _____ (must be completed)</p> <p>Address: _____</p> <p>Phone No. _____ Fax No. _____</p> <p>Email: _____</p> <p>Est. Value of Building Works \$ _____ (inclusive of GST)</p> <p>Building Details: Area _____ Height _____</p>	<p><u>CONTACT</u></p> <p>R/R: _____</p> <p>Advised: _____</p> <p>Posted: _____</p>

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 & 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 - \$96.00 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

Two (2) 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.