

# Building Information Sheet - Carport

## What is a carport?

A carport is an unenclosed roofed structure designed to accommodate one or more motor vehicles. It is a class 10a structure.

## Do I need a Building Permit?

Yes, a Building Permit is required for the construction of a carport. However, if the carport is less than 10m<sup>2</sup> in floor area, freestanding and is no taller than 2.4m it does not require a permit

All carports that are attached to other structures require a permit regardless of size and height. You must obtain a building permit from the City of Armadale prior to commencing any building work.

The setback requirements for a carport are outlined as per the Local Planning Policies and Residential Design Codes.

Please note Planning approval may be required for a carport, before a building permit can be issued. For further information please contact the City on 9394 5000 or via email at [info@armadale.wa.gov.au](mailto:info@armadale.wa.gov.au).

For more detailed information on how to apply, please visit <https://my.armadale.wa.gov.au/service/apply-for-building-approval>.

## Do I need to be a registered builder?

Yes, if the build cost is \$20,000 or more, a builder's registration or Owner-Builder approval is required for the construction of a carport.

For more detailed information on builder's registration or becoming an owner builder, please visit <https://www.wa.gov.au/government/publications/do-i-need-be-registered-builder> or <https://www.wa.gov.au/organisation/service-delivery/owner-builder-approval>

## What is a certified application?

A certified building permit application must be accompanied by a Certificate of Design Compliance BA3 form (CDC) issued by a registered, independent building surveyor. A certified application can be submitted for all residential and commercial classified structures.

The City has up to 10 business days to assess a certified application, unless further information is required.

## What is an uncertified application?

An uncertified application is submitted to the City for assessment against relevant building standards by one of the City's registered building surveyors. A CDC will be issued by the City. An uncertified application can only be submitted for class 1a and class 10 structures.

The City has up to 25 business days to assess an uncertified application, unless further information is required.

## How long is my permit valid for?

A building permit issued by the City of Armadale is valid for two years from the date on which it was granted. If more time is required to complete the building works, you can make an application for an extension of time. To apply for an extension of time, please visit <https://my.armadale.wa.gov.au/service/apply-for-building-approval>.

## What happens when I have completed my building works?

The nominated builder on the Building Permit must submit a Notice of Completion BA7 form to the City within seven days of completing the prescribed building works. To submit a Notice of Completion, please visit <https://my.armadale.wa.gov.au/service/apply-for-building-approval>.

## Building Application Checklist - Carport

<p><b>A completed application form</b></p> <ul style="list-style-type: none"> <li>• A 'BA1 - Application for Building Permit - Certified' or 'BA2 - Application for Building Permit - Uncertified' form.</li> <li>• Application form to be completed in full and signed by the nominated builder and applicant</li> <li>• Application forms available from DEMIRS <a href="https://www.wa.gov.au/organisation/building-and-energy/building-approvals">https://www.wa.gov.au/organisation/building-and-energy/building-approvals</a></li> </ul>	
<p><b>Certificate of Design Compliance (certified application only)</b></p> <ul style="list-style-type: none"> <li>• Issued by a registered building surveyor practitioner</li> </ul>	
<p><b>Payment of fees</b></p> <ul style="list-style-type: none"> <li>• Refer to the City's 'Building Services Information Sheet - Fees &amp; Charges' on the City's website <a href="https://my.armadale.wa.gov.au/service/apply-for-building-approval">https://my.armadale.wa.gov.au/service/apply-for-building-approval</a>.</li> </ul>	
<p><b>Construction Training Fund (CTF) Levy receipt</b></p> <ul style="list-style-type: none"> <li>• Required for building works with a value greater than \$20,000</li> <li>• If the CTF levy is applicable, please visit <a href="https://ctf.wa.gov.au/levy">https://ctf.wa.gov.au/levy</a> to make payment</li> <li>• Please provide a copy of your CTF levy payment receipt with your building application submission.</li> </ul>	
<p><b>Site plan to scale (1:200) showing</b></p> <ul style="list-style-type: none"> <li>• Location of the proposed carport</li> <li>• Location of all existing structures on the property</li> <li>• Measurement from the boundaries to the proposed structure</li> <li>• Setbacks compliant with NCC Fire Separation requirements</li> <li>• Location of septic tanks and leach drains (if applicable)</li> <li>• Show landscaping and all impervious surfaces within the street setback area</li> </ul>	
<p><b>Construction details to scale (1:100) showing</b></p> <ul style="list-style-type: none"> <li>• Detailed floor plan and elevations</li> <li>• Cross-section details</li> </ul>	
<p><b>Structural engineer's certification</b></p>	
<p><b>Approval from the City's Planning Department (if applicable)</b></p>	

This information sheet is intended as a guide only. The City disclaims any liability for any damages sustained by a person acting on the basis of this information.

For further information contact **Building Services** on **9394 5000**.