

Building Information Sheet - Solar Panels

What are solar panels?

Solar panels are devices made up of **solar cells (photovoltaic or PV cells)** that convert **sunlight into electricity**.

Solar panels are classified as **Class 10b structures** and may be:

- **Freestanding**
- **Mounted on the roof of a building**
- Installed **parallel to the roof**
- Installed **at an angle**
- **Mechanically rotating** to follow the sun

Do I need a Building Permit?

A **Building Permit** is required for:

- **Freestanding solar panels**, and
- Solar panels installed on **commercial buildings (Class 2–9)**.

The installation of solar panels on a typical dwelling (Class 1a), or on an associated Class 10a outbuilding, is generally exempt from requiring a Building Permit, provided the installation does not involve alterations or additions to the building.

A **Building Permit** is required where the installation involves building work, such as:

- Structural strengthening of the building to support additional loads, or
- Installation of an extensive ground-mounted solar array.

For detailed Building Permit requirements, refer to the **Department of Local Government, Industry Regulation and Safety (LGIRS)** guidance:

<https://www.wa.gov.au/government/publications/industry-bulletin-51-building-permit-requirements-solar-panels>

Under the **Planning and Development (Local Planning Schemes) Regulations 2015**, solar panels installed parallel to the angle of a building roof are generally **exempt from development approval**, provided they are not located on a heritage-protected place, including a property:

- Included on a **heritage list**, or
- Located within a **heritage area**.

If you are unsure whether planning approval is required, please contact the City's Planning Department on **9394 5000** or email info@armadale.wa.gov.au.

For more information on how to apply for a Building Permit, visit:

<https://my.armadale.wa.gov.au/service/apply-for-building-approval>

Do I need to be a registered builder?

No, a builder's registration is **not required** to install solar panels.

What is a certified application?

A **certified building permit application** must include a **Certificate of Design Compliance (BA3 form)** issued by a **registered independent building surveyor**.

- Can be submitted for **all residential and commercial structure types**
- Assessment time: **up to 10 business days** (unless further information is required)

What is an uncertified application?

An **uncertified application** is assessed by the **City's registered building surveyor**, who issues the **Certificate of Design Compliance**.

- Only applicable for **Class 1a and Class 10 structures**
 - Assessment time: **up to 25 business days** (unless further information is required)
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How long is my permit valid for?

A **Building Permit issued by the City of Armadale** is valid for **2 years** from the date of issue.

If additional time is required, you may apply for an **extension of time**:

<https://my.armadale.wa.gov.au/service/apply-for-building-approval>

What happens when I have completed my building works?

The **nominated builder** must submit a **Notice of Completion (BA7 form)** to the City within **7 days of completing the prescribed building works**.

Submit here:

<https://my.armadale.wa.gov.au/service/apply-for-building-approval>

Important Information

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

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

Building Application Checklist - Solar Panels

Application Form Requirements A completed application form is required, being either: • BA1 - Application for Building Permit (Certified), or • BA2 - Application for Building Permit (Uncertified) The application form must be: • Completed in full, and • Signed by both the nominated builder and the applicant Application forms are available from the Department of Local Government, Industry Regulation and Safety (LGIRS) website: https://www.wa.gov.au/organisation/departments/departments-of-local-government-industry-regulation-and-safety	
Certificate of Design Compliance (certified application only) • Issued by a registered building surveyor/practitioner • Include all documentation as referenced on the Certificate of Design Compliance	
Payment of fees • Refer to the Building Services Information Sheet - Fees & Charges on the City's website https://my.armadale.wa.gov.au/service/apply-for-building-approval	
Construction Training Fund (CTF) Levy receipt • Required for building works with a value greater than \$100,000 • If the CTF levy is applicable, please visit https://ctf.wa.gov.au/levy to make payment • Please provide a copy of your CTF levy payment receipt with your building application submission	
Site plan to scale (1:200) showing • Location of the proposed solar panels • Location of all existing structures on the property (if applicable) • Measurement from the boundaries to the proposed solar panels (if applicable)	
Construction details to scale (1:100) showing • Cross-section details	
Structural engineer's certification • Mounting or racking system certification • Existing roof structure suitability assessment report • Ground mounting system structural certification (where applicable)	
Approval from the City's Planning Department (if applicable)	