

Building Information Sheet - Solar Panels

What are solar panels?

A solar panel is a device made from solar cells, also known as photovoltaic (PV) cells, that converts sunlight to electricity. Solar panels are a class 10b structure. Solar panels can be constructed freestanding or on the roof of a building. They can be installed parallel to the roof, on an angle or mechanically rotating with the sun.

Do I need a Building Permit?

Yes, a Building Permit is required for solar panels that are freestanding or installed on commercial buildings (class 2 to 9).

The placement of solar panels on a typical residence (Class 1a) or an associated outbuilding or other Class 10a structure is exempt from requiring a Building Permit, unless the installation of solar panels requires alterations and additions to the building. If alterations or additions are required, such as strengthening to support the extra loads or an extensive ground mounted solar array the work is no longer exempt and will require a building permit.

Please refer to DEMIRS for more detailed permit requirements <https://www.wa.gov.au/government/publications/industry-bulletin-51-building-permit-requirements-solar-panels>

The Planning and Development (Local Planning Schemes) Regulations 2015 exempt solar panels installed parallel to the angle of a building roof from the need for development approval, provided that the works are not located in a heritage-protected place (including a place on heritage list or located in a heritage area).

In other instances, or if clarification is required, please consult with the City's Planning department on 9394 5000 or via email at 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?

No, you do not require a builder's registration to install solar panels.

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 structure types.

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 - Solar Panels

A completed application form - A 'BA1 - Application for Building Permit - Certified' or 'BA2 - Application for Building Permit - Uncertified' form. - Application form to be completed in full and signed by the nominated builder and applicant - Application forms are available from the Department of Local Government, Industry Regulation and Safety's (LGIRS) website https://www.wa.gov.au/organisation/departments-of-local-government-industry-regulation-and-safety	
Certificate of Design Compliance (certified application only) Issued by a registered building surveyor practitioner	
Payment of fees Refer to the City's '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 \$20,000.00 - 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)	

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**.