

Information Sheet

Building in the Shire of Esperance

Development (Planning) Approval and a Building Permit will usually be required if you're thinking of building, renovating or demolishing structures including:

- a house
- a garage, shed or sea-container storage
- a carport or patio
- a water tank (over 5,000L)
- a swimming pool, spa pool, or pool barrier
- some fences including brick, concrete and masonry fences and retaining walls,
- a commercial or industrial structure.



Development (Planning) Approval authorises the specific use or development of land by using a series of standards and requirements set by the Department of Planning, Lands and Heritage to help guide development throughout WA.

A **Building Permit** authorises the construction (or demolition) of a structure and ensures it complies with building regulations set by the Department of Mines, Industry Regulation and Safety.

Application Forms can be found under the Develop menu on our website: www.esperance.wa.gov.au.

Planning and Building staff can be contacted via email - shire@esperance.wa.gov.au – or by phone **9071 0674**. Our offices are at the **Shire Administration Building on Windich Street** - making an appointment before coming in is always advised.

We always encourage you to talk to us before you start any Development or Building as significant penalties can apply for unauthorised work.

Development (Planning) Approval

The Shire of Esperance guides the development, subdivision and use of land throughout Esperance in accordance with the requirements of Local Planning Scheme No. 24, the Local Planning Strategy and supporting Local Planning Policies. Development planning balances community need with conservation to enhance our natural environment. Planning is both strategic and reactive, aiming to create a vibrant community and improve our quality of life.



Development (Planning) is all about the *idea*.

We look at what you want to build and where you would like to build it.

Zones, R-Codes and Special Control Areas in and around Esperance define the allowed uses and may have specific requirements.

Zones, R-Codes and Special Control Areas

Zones: Residential, Rural and Rural Residential are the three main zones in Esperance. All have specific guidelines as to what can and cannot be undertaken.

Residential Design Codes (R-Codes): R-Codes control the design of residential development throughout Western Australia.

Special Control Areas (SCAs): Esperance has 10 SCAs. Each area has specific requirements for the development of land to help us look after things like our public drinking water sources, wetlands and transport corridors.

Other requirements may apply to your specific property - or you may even find that what you're proposing is exempt from Development Approval - so it's always best to get in touch, we'll let you know what is required.

Development (Planning) Applications

Submitting an Application for Development can be done in person at the Shire Administration Office on Windich Street, or via email

Applications should include:

- A completed Application for Development Form
- A Site Plan, drawn to scale, showing
 - Proposed location of building including distances to boundaries/buildings
 - Any existing buildings
 - Septics & Leach Drains (if applicable)
- A Floor Plan (preferably professionally drawn)
- Plans for your proposed building (again, preferably professionally drawn)
- Elevations (showing natural contours, earthworks and/or cut and fill)
- 'No objection' statements from all neighbours who share a boundary with you may also be required.

Fees payable are determined by a number of factors. To find out what the fees will be for your development please contact us.

Applications generally take between 7 - 60 working days to process. Those requiring advertising, referral to other agencies or requests for further information may take longer. Being as thorough as possible at the application stage is advised.

Once you have received your Notification of Development Approval you can apply for a Building Permit.

Building Permits

The Shire of Esperance Building Services team works toward ensuring that all structures comply with the Building Code of Australia and associated Australian Standards. This also relies on builders constructing in accordance with the approved plans and specifications.

These regulations exist to ensure buildings are safe and comply with structural adequacy, fire safety, accessibility, energy efficiency, health and amenity.



Building is all about the *technical execution*.

We look at how it's being built and ensure everything meets the required applicable building standards.



Certified v Un-Certified

Certified: Getting your plans certified by a Private Building Surveyor means all aspects of your proposed building have been checked and certified as compliant. Applications must be accompanied by a Certificate of Design Compliance.

Certified applications can take up to 10 working days to process, but more time may be required if requests for further information are made so being as thorough as possible at the application stage is advised.

Un-Certified: These are certified by the Shire of Esperance Building Surveyor and everything has to be checked thoroughly before being deemed as compliant.

Un-Certified applications can take up to 25 working days and, again, further information requests add extra time to the process.

Building Permit Applications

Building Permit Applications require more detailed information than a Development Application and all plans and other documentation is required to be provided electronically. Larger proposals require more documentation so come in and see us for more specific guidelines.

At a minimum your application must include:

- A completed Application Form
- All Plans must be drawn to an architectural standard, including
 - Site Plan drawn to scale showing
 - Proposed location of building showing distances to boundaries/buildings
 - Any existing buildings
 - Septics & Leach Drains
 - Floor Plan
 - Elevations (showing natural contours, earthworks and/or cut and fill)
 - Cross Sections
 - Signed Engineering Construction Details/Specifications
- A BA20 Form (available on our website) must be completed if the proposal may affect your neighbours, most likely for retaining walls on boundaries.

Fees payable are determined by a number of factors. To find out what the fees will be for your Permit please contact us.

Don't hesitate to contact us for advice on the approval requirements for any building project.

