

Building Surveyors and Consultants

Certificate of Design Compliance Checklist

Residential Class 1 and associated Class 10 buildings

Client name: _____ Ph No _____

Billing address: _____

Address to which this Application Applies:

Lot No: _____ No: _____ Address: _____

Local Government area: _____

Fees payable

Contract Value of Construction (GST Included): \$ _____ X 0.2% = Fee \$ _____

Min Fees – \$550 incl GST

CHECKLIST

The following checklist indicates the minimum documentation that is required to be submitted as part of the Application for Certificate of Design Compliance.

REQUIREMENTS		N/A	YES
1	Is Planning Approval required? If yes and approval already obtained, please provide approval letter with any conditions of approval	<input type="checkbox"/>	<input type="checkbox"/>
2	Is structure a variation to Planning Approval or R Codes	<input type="checkbox"/>	<input type="checkbox"/>
PLANS AND DOCUMENTS –hard or PDF copies of the following			
3	Site Plan to a minimum scale of 1:200 or 1:500 must be provided showing all proposed and existing structures as well as all relevant setbacks, north point, driveway, site datum, spot levels, contours levels and finished floor levels along with any proposed retaining walls and all street features, i.e. light poles, cross over, street trees etc	<input type="checkbox"/>	<input type="checkbox"/>
4	Floor Plan to a minimum scale of 1:100 must be provided showing layout, room functions, windows and door openings, clear dimensions, any built-in furniture along with any garages, carports and patios etc .	<input type="checkbox"/>	<input type="checkbox"/>
5	Electrical Drawings to a minimum scale of 1:100 must be provided showing layout the location of electrical fixtures such as hard wired smoke detectors, appliances, HWU, ceiling fans,etc.	<input type="checkbox"/>	<input type="checkbox"/>
6	External Elevations to a minimum scale of 1:100 must be provided showing materials, windows and door openings, ground, floor and ceiling levels, roof cover material and pitch.	<input type="checkbox"/>	<input type="checkbox"/>
7	Section View/s to a minimum scale of 1:20 showing construction details such as roof and floor frame materials and insulation requirements, wall and ceiling linings and dimensions of ceiling and floor levels.	<input type="checkbox"/>	<input type="checkbox"/>

Building Surveyors and Consultants

8	<p>Structural Engineers Drawings of all structural building elements such as structural beams, suspended floors, ground slabs and footings and any retaining walls to be provided.</p> <p>All structural drawings must be signed and certified by a practising qualified structural engineer.</p> <p>If the building is located in a cyclonic region the following criteria must be indicated on the drawings:</p> <ul style="list-style-type: none"> • Design Wind Speeds • Region • Terrain Category 	<input type="checkbox"/>	<input type="checkbox"/>
9	Certificate of Site Classification and report	<input type="checkbox"/>	<input type="checkbox"/>
10	<p>2 x Copies of Specifications for the work</p> <p>Note: for small jobs these can be included on plans. MBA or HIA standard specifications are acceptable.</p>	<input type="checkbox"/>	<input type="checkbox"/>
11	<p>Energy Efficiency - Option 1 – energy rating</p> <p>A (NatHERS) energy rating report and Building Commission Option 1 verification sheet – Option 1 is required to demonstrate compliance with BCA Vol 2 Part 3.12.0(a)(i) and achieve a minimum of 6 Stars.</p>	<input type="checkbox"/>	<input type="checkbox"/>
12	<p>Energy Efficiency - Option 2 – elemental approach</p> <p>A Building Commission verification sheet Option 2 is required to demonstrate compliance with BCA Vol 2 Part 3.12.0(a)(ii).</p>	<input type="checkbox"/>	<input type="checkbox"/>
13	<p>Termite Barrier</p> <p>The nominated termite barrier details are to be provided as per BCA</p>	<input type="checkbox"/>	<input type="checkbox"/>
OTHER			
14	Copies of adjoining owners consent or a court order for building work adversely affecting or encroaching on other land	<input type="checkbox"/>	<input type="checkbox"/>
15	<p>Septic Tank Approval</p> <p>Septic tank approval may be required dependant on if the proposed works can or cannot be connected to deep sewer.</p>	<input type="checkbox"/>	<input type="checkbox"/>
16	Water corporation approval (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
17	If Heritage Approval is required please attach a copy of the approval from the Heritage Council of WA.	<input type="checkbox"/>	<input type="checkbox"/>
18	<p>If an Alternative Solution is proposed</p> <p>Evidence must be provided from an appropriately qualified person or the manufacturer of a material that the proposed material or system complies with the Performance Requirements of the BCA.</p>	<input type="checkbox"/>	<input type="checkbox"/>
19	<p>Is the building in a Bushfire Prone area?</p> <p>If so, a BAL assessment must be submitted and the design of the building must comply with the bushfire construction of AS 3959.</p>	<input type="checkbox"/>	<input type="checkbox"/>