



Shire of Brookton

Certified Building Application Checklist

Park Home

Required information	No	Yes
Certificate of design Compliance		
Builders Name, Address and Registration Number		
Owner/Builder Statutory Declaration x Number of Owners or appointed agent		
Owner-Builders/name/address/ Registration Number		
Application Form Signed by Builder and each land owner		
Market Value of Total Works		
Consent of adjoining owner /court order to authorize encroachment/impairment of adjoining lands		
2 x Site Plans to Scale Showing: <ul style="list-style-type: none"> - Size, shape and position of the block - Location and names of streets - Boundaries and contours at 500mm intervals - Location and dimensions of existing structures, trees, etc - Location of proposed development with boundary clearances (setbacks) clearly marked - Location of retaining walls - Location of septic tanks and leach drains - Datum point, proposed FFLs and FGLs 		
2 x Floor Plans showing room sizes, window sizes and location of smoke alarms		
2 x Elevations showing natural ground level, proposed FFL and FGL		
2 x Cross Sections showing footings, walls, eaves and roof details		
2 x Specifications		
2 x Signed Engineers details for footings, walls, retaining walls and structure as required		
All plans signed and certified by a structural engineer		
Termite treatment details		
Copy of Planning Approval Certificate from Local Government Authority		
Heritage approval		
FESA approved Plans		
Environmental Health Completed septic system application form with 2 x copies of plans if required		
Water Corporation approved plans		
Home indemnity/professional indemnity insurance Certificate obtained		

Shire of Brookton – PO Box 42 – Brookton WA 6306

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BCITF levies have been paid if over \$20000		
Deposit paid for footpath/kerbing damage etc. as required		
Power supplier		