

Shire of Mundaring

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Building Licences

GENERAL:

Under the Local Government (Miscellaneous Provisions) Act 1960, it is unlawful for a person to commence or proceed with a building on land, until the Local Government has approved and issued the person with a Building Licence.

DO I NEED A BUILDING LICENCE?

Any person intending to carry out building work requires the issue of a Building Licence, by the Local Government, prior to construction of the building.

ARE THERE ANY EXEMPTIONS FROM OBTAINING A BUILDING LICENCE?

The Building Regulations exempt temporary offices and site sheds used by builders on or about a construction site, from obtaining a Building Licence.

Also, buildings owned or occupied by, or under the control or management of the Crown, are exempt from the requirement to obtain a Building Licence.

HOW DO I GET A BUILDING LICENCE?

An application for a Building Licence is to be completed and submitted at the Shire of Mundaring Administration Centre, together with the following items:

- 2 sets of plans and specifications;
- All relevant fees and levies.

Note – Additional or specific information may be required. Eg. Engineer's details, Indemnity Insurance Certificates etc. Refer to the Building Service Information sheet attached.

WHAT IF I HAVE ALREADY BUILT WITHOUT A BUILDING LICENCE?

If a building is constructed without a Building Licence, the Local Government cannot issue a retrospective Building Licence. If this has occurred, the Shire of Mundaring has produced an information brochure entitled "Illegal Buildings" which may assist you with this issue.

WHAT ARE THE CONSEQUENCES FOR NOT OBTAINING A BUILDING LICENCE?

The Local Government may require the removal of an illegal building. An appeal against this requirement may be made to the Minister of Local Government and Regional Development. The Local Government may also choose to prosecute the owner and / or the builder for failing to obtain a Building Licence.

WHEN IS PLANNING APPROVAL REQUIRED?

Under the Shire's Town Planning Scheme, all development, other than a single house, or associated structures that meet the requirements of the Planning Scheme, generally require Planning Approval.

MORE INFORMATION

If you require any further information, you may contact Council's Customer Services on 9290 6666 during normal office hours.

DISCLAIMER:

This information sheet is correct as at July 2007 and may be subject to alteration without notice.

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INFORMATION SHEET