



## **GUIDELINES FOR APPLYING FOR A BUILDING PERMIT**

# **OUTBUILDINGS, PATIOS, PERGOLAS, CARPORTS & GARAGES**

The Town of Narrogin requires that a Building Permit be issued **prior** to the erection of an outbuilding patio, pergola, carport or garage. The specifications, positioning and materials for proposed structures must comply with the requirements of the Building Code of Australia 2012 (BCA) and the Residential Design Codes 2012 (R-Codes).

***NOTE – ANY SINGLE OUTBUILDING GREATER THAN 55m<sup>2</sup> IN AREA WITHIN THE SINGLE RESIDENTIAL ZONE REQUIRES PLANNING APPROVAL, PRIOR TO OBTAINING A BUILDING PERMIT.***

***THE MAXIMUM TOTAL AREA OF OUTBUILDINGS ON A LOT IN THE SINGLE RESIDENTIAL AREA MUST NOT EXCEED 75m<sup>2</sup>. PLANNING APPROVAL IS REQUIRED FOR ANY OUTBUILDINGS WHICH EXCEED THIS TOTAL AREA.***

### **DEFINITIONS**

- Outbuildings:** A non-habitable, roofed building or structure enclosed on more than half of its perimeter.
- Patio:** An open sided structure enclosed on no more than half of its perimeter with a roof cover impervious to water and used for outdoor entertainment.
- Pergola:** As above, however roof cover is not impervious.
- Carport:** An unenclosed, roofed structure designed to accommodate a motor vehicle. Carports are entirely open at the front, sides and rear except where one side is physically attached to a dwelling, or built to a boundary.
- Garage:** Any roofed structure, other than a carport designed to accommodate more than one vehicle.

## APPLICATION REQUIREMENTS

The Town of Narrogin requires all applications for new Outbuildings, Patio's, Pergola's, Carport's and Garage's or extensions to include the following information

1. Town of Narrogin Application for Building Permit Envelope - **ALL** relevant sections of the form must be completed including; the signature of all owner's, Builder and Applicant.
2. Pro Forma Statement on Planning – If applicable, attach a completed 'Application for Planning Consent'
3. Pro Forma Statement on Work Affecting other Land – **OR** a 'Notice and Request for Consent to work Affecting other Land – Encroachment or Adversely Affecting' (BA20)
4. Completed and signed 'Application for Building Permit – Uncertified' (BA2)
5. Owner/s wishing to build as Owner/Builder with the estimated construction value exceeding \$20,000 must register with the Builders Registration Board on (08) 9476 1200 or [www.builders.wa.gov.au](http://www.builders.wa.gov.au)
6. **Minimum Requirements for Building Plans** (Two (2) copies of building plans are to be provided, **ALL PLANS TO BE IN INK**)
  - a) A site plan (to scale not less than 1:200) showing
    - Street names, lot number and north point clearly marked
    - The size and shape of the site
    - The dimensioned position of proposed new building and of any existing buildings on the site
    - The position and size of any existing sewers and existing storm water drains
    - The position of any services or trees between the site and the roadway
  - b) Drawings (to scale not less than 1:100) including
    - Floor plan showing all dimensions
    - All elevations
    - One section, transverse or longitudinal (discretion applied)
    - Connection details of all structural members and anchorage to footings showing materials to be used and their respective sizes, spans and spacing's  
**Note:** where spans exceed 6.0 meters, plans are to be verified as in accordance with manufacturer's specifications **or** certified and signed in ink by a Structural Engineer
    - Construction of the walls, floors and roofs

## SETBACK REQUIREMENTS FOR OUTBUILDINGS

- The setbacks for outbuildings are determined in accordance with the R-Codes
- An outbuilding with a wall length greater than 9.0m is generally required to be located 1.5m from a side or rear boundary, otherwise an outbuilding may be located 1.0m from a side or rear boundary
- Reduced setbacks of outbuildings shall be subject to adjoining neighbour consultation and an R-Codes "Codes Variation Approval"
- An approval for a nil rear setback for an outbuilding, where such property abuts a right of way, may be granted subject to an R-Codes "Codes Variation Approval" where vehicular access width of 6.0m is afforded

- An outbuilding shall not be located in front setback area
- An outbuilding shall be setback 1.5m from any other secondary street boundary to which the site has a frontage

### **SETBACK REQUIREMENTS FOR PATIOS/PERGOLAS/CARPORTS/GARAGES**

- Patios/carports/ pergolas shall generally be setback of 1000mm from the side and rear boundaries of a property in accordance with the R-Codes
- Posts may be located up to the boundary, however the roof sheet/gutter is to be maintained at a minimum 500mm from a side or rear boundary in accordance with the BCA
- Patios/carports/ pergolas with their posts located up to the boundary with their roof sheet/gutter at 500mm minimum from the boundary will generally be subject to consultation with and agreement from adjoining property owners and planning approval from Council
- A patio/pergola shall not be located in front of the building line from a street boundary to which the site has its main frontage
- Carports may be located forward of the front building line in accordance with the provisions of the R-Codes and subject to obtaining planning approval from Council
- Applications for patios that are unusually large (>50m<sup>2</sup>), close to boundaries (<1000mm) or impact on adjoining owners due to a difference in ground levels between the two adjoining properties will also be subject to consultation with adjoining property owners and an R-Codes "Codes Variation Approval"
- Garages shall be setback a minimum 4.5m from a street boundary to which the site has its main frontage. Reduction of this setback may be granted in accordance with the provisions of the R-Codes and subject to obtaining planning approval from Council

### **PUBLIC/NEIGHBOUR CONSULTATION**

Where required in order to obtain planning approval or an R-Codes "Codes Variation Approval", consultation with adjoining property owners must be undertaken and include

1. Copy of proposed plans, signed by the adjoining property owners; and
2. Statement to the effect that they have no objection to the proposal; or
3. Details of their objection to the proposal