

## LODGING A PLANNING APPLICATION

1. Please make sure you complete all sections on the planning application form and complete the Planning Application Checklist (in the envelope).
2. You must lodge at least two (2) sets of plans including:
  - (i) A scaled accurate site plan with levels and contours.
  - (ii) Elevations/ view from all lot boundaries.
3. The planning application is to be lodged to the Shire of Shark Bay with payable application fees (refer fees overpage).
4. The Shire will refer the Planning Application to an external planning consultant, Town Planning Innovations Planners, who are based in Port Guildford for assessment.
5. Liz Bushby at Town Planning Innovations will prepare a report on the application to be considered by Council.
6. All applications have to be referred to a full Council meeting for determination. Meetings are held on a monthly basis – Council meeting dates can be found at <http://www.sharkbay.wa.gov.au>
7. There is no guarantee that your application will be referred to the next available Council meeting. The application process can be delayed if the application has to be advertised for public comment, or if additional information on the proposal is required.
8. Applications cannot be referred to Council until after a full planning assessment and any required advertising is complete.
9. Have any more questions? Please check the 'Frequently Asked Question' sheet included in the planning envelope.
10. You can contact the Shires Planning Consultant directly if you have any questions on the application requirements or planning process:

Liz Bushby  
Town Planning Innovations  
Phone: 0488 910 869  
Email: [liz@tpiplanning.com.au](mailto:liz@tpiplanning.com.au)
11. Once and if you obtain Planning Approval from the Shire, you will need to submit a building application to the Shire office which will then be processed by the Shires Building Surveyor, Glenn Bangay. Glenn is based at Northampton Shire and attends the Shark Bay Council office approximately once per month.

If you have queries on Building Applications please contact Glenn on 0429 341 201.

## PLANNING APPLICATION FEES

Description / Value of project	Required Fee
Value of Project not more than \$50,000	\$147.00
\$50,000 but no more than \$500,000	0.32% of the estimated cost of development
\$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$1 in excess of \$500,000
More than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million
More than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million
More than \$21.5 million	\$34,196

## BUILDING APPLICATION FEES

Description	Required Fee
For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$96.00	0.19% of the estimated value of the building work Not less than \$96.00
Class 2 to Class 9 (commercial / industrial)  *Must be certified building applications	0.09% of the estimated value of the building work Not less than \$96.00
Building Services Levy	0.137% of the value of the work \$61.65 (\$45,000 or less)
Septic System (if applicable)	\$226.00 – does not apply if connected to sewer
Kerb and Road deposit (residential)	\$1000.00
Kerb and Road deposit (larger projects)	Up to \$2000.00

# Building Services Levy

## Payment

The Building Services Levy (BSL) will vary according to the type of application and where applicable, the value of building works undertaken. The table below shows the BSL payable to the local government permit authority with each application for a building permit, demolition permit or other permits or certificates.

Application types	Building Services Levy	
	Over \$45,000	\$45,000 or less
Building permit	0.137% of the value of the work	\$61.65
Demolition permit	0.137% of the value of the work	\$61.65
Occupancy permit or building approval certificate for approved building work under ss47, 49, 50 or 52 of the Building Act	\$61.65	\$61.65
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act	0.274% of the value of the work	\$123.30
Occupancy permit under s46 of the Building Act	No levy is payable	No levy is payable
Modification of occupancy permit for additional use of building on temporary basis under s48 of the Building Act	No levy is payable	No levy is payable

Permit authorities remit the BSL to the Building Commission for those certificates or permits issued or granted. More information for Permit Authorities' on remittance to the Building Commission is detailed below.

## **Determining value of work**

The value of unauthorised work is the current value of the work determined by the permit authority.

When estimating the value of building work, Schedule 1 of the Building Regulations 2012 requires that the value is the sum of the value of the following relevant components (including GST):

- All goods (including manufactured goods forming part of the work);
- Labour;
- Services necessary;
- Fees payable;
- Overheads to be met; and
- Profit margin.

More information can be found in the Building Commission's [Industry Bulletin 76 – Estimating the value of building work](#).

<https://www.commerce.wa.gov.au/building-commission/building-services-levy>