

## Decks

**A deck is a flat surface capable of supporting weight, similar to a floor, but typically constructed outdoors, often elevated from the ground, and usually connected to a building.**

### What can I build?

The Building Code of Australia (BCA) has requirements for fire separation between properties. These provisions may require your deck to be setback a minimum of 900mm from any boundary, or your house.

Any proposed deck raised more than 0.5m above natural ground level and within 7.5m of an adjoining property requires screening to comply with section 5.4.1 Visual Privacy of the Residential Design Codes for single dwellings.

### Do I need a Building Permit?

A Building Permit is required for any deck, regardless of the height from natural ground level. However, only proposed decks raised more than 500mm above natural ground level will require certification by a Structural Engineer, regardless of the proposed construction material.

### How long does it take to get a Building Permit?

The *Building Act 2011* sets time frames in which the Shire of Capel has to assess and determine an application for a Building Permit. The applicable timeframe depends on whether the building application is Uncertified or Certified.

It is important that you are aware of allowed time frames prior to lodging your application and that your application documentation is complete at the time of submission.

Should further information be required by the Shire of Capel in order to assess the building application, the applicant may be given up to 21 calendar days in which to provide the outstanding information. If the information is not received within the 21 days, the application may be refused unless mutual consent has been granted for a further 21 days.

### Uncertified Building Applications

An Uncertified Building Application can be submitted for Class 10 structures, such as a deck.

The Shire of Capel has up to 25 business days from the date of lodgement to assess the application and issue a Building Permit. The required Certificate of Design Compliance will be issued by the Shire of Capel as part of the application process.

### Certified Building Applications

A Certified Building Application can be submitted for all Classes of structure.

Prior to lodging a Certified Building Application, a private Building Surveying Practitioner would need to be engaged to issue a Certificate of Design Compliance.

The Shire of Capel has up to 10 business days from the date of lodgement to assess the application and issue a Building Permit.

### How long until my permit expires?

A Building Permit is generally valid for two years from the date on which it was granted.

If more time is required to complete the building works, you can apply for an extension of time of up to a further six months by making a formal application and paying the prescribed fee.

### What happens when I have completed my building works?

The nominated builder on the Building Permit must submit a Notice of Completion BA7 form to the Shire of Capel within seven days.

## Building Application Checklist - Deck

### BA2 – Uncertified Application

		Attached	
Approvals & Forms	Further Information	Yes	N/A
Planning Approval	Prior planning approval may be required. Please contact Shire of Capel's Planning Department to ascertain if planning approval will be required for your application.		
Health Approval	Please contact Shire of Capel's Health Department to ascertain if there are any health requirements for your application.		
Uncertified Application Form	BA2 applications will be assessed within 25 working days of lodgment.		
Fees	Refer to Fee Schedule. <a href="http://capel.wa.gov.au/plan-build/building-services/forms-fees/">http://capel.wa.gov.au/plan-build/building-services/forms-fees/</a>		
Required Documents	One copy of all documents required	Yes	N/A
Site Plan (Scale 1:200)	Show contour survey and/or spot levels.		
	Proposed finished floor levels and finished ground levels.		
	The distance the proposed structure will be setback from the lot boundaries.		
	Septic systems (if applicable).		
	North Point.		
Elevation (Scale 1:100)	The elevation drawings showing natural ground levels.		
	Roof ridge height and degree of pitch.(if covered)		
	Lighting.		
Sections	Cross sections through building showing all structural elements, wall/ceiling heights and showing construction details.		
Registered Builder Details or Owner Builder Certificate	Not required if less than \$20,000.		
Building Specifications			
Structural Engineers Detail	If proposed deck is higher than 500mm from natural ground level		
Encroachments/work affecting other land			

**Please ensure all required documents are submitted as incomplete applications will delay the issue of a Building Permit**

This Information Sheet is produced by the Shire of Capel in good faith. The Shire accepts no responsibility for any ramifications for providing this information, which is correct at the time of writing but subject to change without notice.

## Building Application Checklist - Deck

### BA1 – Certified Application

		Attached	
Approvals & Forms	Further Information	Yes	N/A
Planning Approval	<b>Prior to lodging</b> a certified building permit application, a development approval (DA) must be granted, <i>if applicable</i> .		
Health Approval	<b>Prior to lodging</b> a certified building permit application, please contact Shire of Capel's Health Department to ascertain if there are any health requirements for your application.		
Certified Application Form	BA1 applications will be assessed within 10 working days after lodgment.		
Fees	Refer to Fee Schedule. <a href="http://capel.wa.gov.au/plan-build/building-services/forms-fees/">http://capel.wa.gov.au/plan-build/building-services/forms-fees/</a>		
Required Documents	One copy of all documents required	Yes	N/A
Certificate of Design Compliance	BA3 Certificate of Design Compliance (CDC).		
Plans & Specifications	A copy of all plans & specifications listed in the CDC.		
Technical Certificate	A copy of each technical certificate relied on by the building surveyor.		
Registered Builder Details or Owner Builder Certificate	<i>Not applicable for Class 10b &amp; not required if less than \$20,000.</i>		

**Please ensure all required documents are submitted as incomplete applications will delay the issue of a Building Permit**

This Information Sheet is produced by the Shire of Capel in good faith. The Shire accepts no responsibility for any ramifications for providing this information, which is correct at the time of writing but subject to change without notice.