

Sheds and Garages

A shed is an enclosed non-habitable structure that is detached from any dwelling. A garage is any roofed structure, other than a carport, designed to accommodate one or more motor vehicles.

What can I build?

Sheds are not permitted to be located within the front setback area (front yard) of a property.

If the property is located in areas other than residential zones or if there is a development envelope on the property, you will need to consult with the Shire of Capel's Planning Services on 9727 0222.

Generally in a residential zone, a shed or garage:

- less than 9m in length are permitted to have a 1m setback from a side and rear boundary
- over 9m in length are permitted to have a 1.5m setback from a side or rear boundary
- on a secondary street boundary require a 1.5m setback regardless of the length of the structure.

Do I need a Building Permit?

The *Building Regulations 2012* state that construction, erection, assembly or placement of a freestanding outbuilding with a floor area of 10m² or less and an overall height of no more than 2.4m does not require a Building Permit. You will require a Building Permit for all other outbuildings.

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 sheds or garages.

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 to the Shire of Capel, 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 – Shed or Garage

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. http://capel.wa.gov.au/plan-build/building-services/forms-fees/		
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.		
Floor Plan (Scale 1:100)	Show room sizes and types.		
	Window and door sizes.		
	Types and direction of openings.		
Elevation (Scale 1:100)	The elevation drawings showing natural ground levels.		
	Ceiling height & Roof ridge height and degree of pitch.		
	Lighting & Smoke alarms.		
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			
Encroachments/work affecting other land			
Bushfire Attack Level Report (if applicable)	If required, please refer to BAL zone mapping on DEFS website https://www.dfes.wa.gov.au/regulationandcompliance/bushfireproneareas/Pages/default.aspx		

Building Application Checklist – Shed or Garage

BA1 – Certified Application

		Attached	
Approvals & Forms	Further Information	Yes	N/A
Planning Approval	Prior to lodging a certified building permit application, a development approval (DA) must be granted, <i>if applicable</i> .		
Health Approval	Prior to lodging 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. http://capel.wa.gov.au/plan-build/building-services/forms-fees/		
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 specified 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 & 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.