

# FEES & CHARGES

## Development & Regulatory Services

### 2017/2018



**Document No: BS-0005**

#### **Introduction**

When making an application to the City of Karratha for approvals administered by Development and Regulatory Services there are certain fees that are to be paid to assist in covering the administrative costs.

This information sheet details the fees payable upon application for the principal approvals related to building, planning and environmental health. It is noted that information sheets, policies, local laws and further advice specific to many of the applications referred to by this information sheet can be found on the City's website [www.karratha.wa.gov.au](http://www.karratha.wa.gov.au)

#### **Information and Advice**

Fees are charged upon application for various approvals, such as:

- Building Permit applications;
- Demolition Permit applications;
- Sign Permit applications;
- Planning Approval applications;
- Application to Construct or Install an Apparatus for the Treatment of Sewage;
- Temporary Occupancy of Movable Dwellings (caravans) applications; or
- Trading in a Public Place (Stallholders' Permit) application;

The above fees are all prescribed by various legislation and are payable upon lodgment of the application.

#### **The Building Permit and Development Application fees relate to the estimated value of construction work. How do you calculate this value?**

The value of the construction work is required to include the cost of labour, materials, profit and overheads. Even if you are undertaking the labour, a value is still required to be put on for the labour at the normal hourly rate. If you are unsure of the estimated value of the work a builder or City's building surveyor could assist with an estimate for you.

#### **Do I have to pay GST on the application fees?**

GST is not applicable to applications subject to government legislation including those for Building Permits, Planning Approval, subdivision clearance, the Construction or Installation of an Apparatus for the Treatment of Sewage and camping fees. Some services provided by Council attract GST such as undertaking noise monitoring, issuing certificates of compliance or amending development approvals.

## Fees & Charges – Building Services

Verge Inspection Fees	
Alterations, Additions, Outbuildings – Est Value >\$20,000	\$100.00
Below Ground Swimming Pool	\$150.00
New Dwelling	\$200.00
Commercial or Multi-Residential	\$500.00

This fee is payable upon application to the City for a Building Permit. Verges will be inspected by the City's Technical Services Team and assessed for damage resulting from building works.

### BUILDING APPROVALS

(NB: all values and fees are inclusive of GST)

Service	FEE
<b>Uncertified Building Permit Applications</b>	
<b>Building Permit for Dwellings and Domestic Buildings (Class 1 &amp; 10)</b> Estimated Value of Construction \$ _____ x 0.32%	Minimum Fee      \$97.70
<b>Building Services Levy</b> If estimated value of work is ≤ \$45,000 If estimated value of work is > \$45,000 \$ _____ x 0.137%	Minimum Fee      \$61.65
<b>BCITF Levy – Payable for all works with estimated value &gt;\$20,000</b> Estimated value of construction \$ _____ x 0.20%	
<b>Certified Building Permit Applications</b>	
<b>Building Permit for Dwellings and Domestic Buildings (Class 1 &amp; 10)</b> Estimated Value of Construction \$ _____ x 0.19%	Minimum Fee      \$97.70
<b>Building Services Levy</b> If estimated value of work is ≤ \$45,000 If estimated value of work is > \$45,000 \$ _____ x 0.137%	Minimum Fee      \$61.65
<b>BCITF Levy – Payable for all works with estimated value &gt;\$20,000</b> Estimated value of construction \$ _____ x 0.20%	
<b>Certified Building Permit Applications</b>	
<b>Building Permit for Commercial, Industrial &amp; Public Buildings (Class 2 – 9)</b> Estimated Value of construction \$ _____ x 0.09%	Minimum Fee      \$97.70
<b>Building Services Levy</b> If estimated value of work is ≤ \$45,000: If estimated value of work is > \$45,000: \$ _____ x 0.137%	Minimum Fee      \$61.65
<b>BCITF Levy payable if value of works is &gt; \$20,000</b> Estimated value of construction \$ _____ x 0.20%	
<b>Certificate of Design Compliance</b>	
Certificate of Design Compliance for Class 2 – 9 buildings \$450.00 + 0.1% Estimated Value of Construction	As calculated

<b>Certificate of Construction Compliance</b>	
First hour or part thereof \$165, Every hour thereafter or part thereof \$96	As calculated
<b>Certificate of Building Compliance</b>	
Unauthorised Works – Class 2 – 9 buildings \$1000 + Estimated Value of Construction \$_____0.1%	As calculated
Unauthorised Works – Class 1 and 10 \$500 + Estimated Value of Construction \$_____0.1%	As calculated
Strata Applications \$167.50 first hour + \$97.50 for each hour thereafter	As calculated
<b>Demolition Permit</b>	
<b>Residential building (Class 1 or 10)</b> <b>Building Services Levy</b> If estimated value of work is ≤ \$45,000: If estimated value of work is > \$45,000: \$ _____ x 0.137% <b>BCITF Levy</b> payable if value of works is > \$20,000 Estimated value of construction \$_____ x 0.20%	\$97.70  Minimum Fee \$61.65
<b>Commercial / Industrial building (Class 2 - 9)</b> <b>Building Services Levy</b> If estimated value of work is ≤ \$45,000: If estimated value of work is > \$45,000: \$ _____ x 0.137% <b>BCITF Levy</b> payable if value of works is > \$20,000 Estimated value of construction \$_____ x 0.20%	\$97.70 Per Storey  Minimum Fee \$61.65
<i>Note: BCITF and Building Services Levy are State Government Levies, which are required to be paid upon lodgement of a building approval application.</i>	
<b>Extension Of Time Applications</b>	
Building Permit , Demolition Permit, Building Approval Certificate OR Occupancy Certificate	\$97.70 each
<b>Occupancy Permits</b>	
Application for Class 2-9 – Completed Building (s.46)	\$97.70
Modification of OP for additional use of temporary basis (s.48)	\$97.70
Temporary OP for Incomplete Building (s.47)* Replacement OP for permanent change of building use, classification (s.49)*	\$97.70 \$97.70
* <b>Building Services Levy</b> (applicable to applications made under s.47 & s.49 of Act) – Flat fee	\$61.65
<b>Occupancy Permit / Building Approval Certificate - Strata</b>	
Application for the registration of a Strata Scheme, Plan of Re-Subdivision – Commercial, industrial and public buildings  <b>Building Services Levy</b> – Flat fee	\$107.70 or \$10.80 per strata unit, whichever is the greater  \$61.65

<b>Occupancy Permit – Unauthorised Works</b>	
<p>For an Occupancy Permit for a building in respect of which unauthorised work has been done. Class 2 - 9</p> <p>Estimated value of construction \$ _____ x 0.18%</p> <p><b>Building Services Levy</b></p> <p>If estimated value of work is ≤ \$45,000:</p> <p>If estimated value of work is &gt; \$45,000: \$ _____ x 0.274%</p> <p><b>BCTF Levy</b> payable if value of works is over \$20,000</p> <p>Estimated value of construction \$ _____ x 0.20%</p>	<p>Minimum Fee \$97.70</p> <p>Minimum Fee \$123.30</p>
<b>Building Approval Certificate</b>	
<p>Application: for a Building Approval Certificate for a building in respect of which unauthorised work has been done. Class 1 and 10</p> <p>Estimated value of construction \$ _____ x 0.38%</p> <p><b>Building Services Levy</b></p> <p>If estimated value of work is less than \$45,000:</p> <p>If estimated value of work is more than \$45,000: \$ _____ x 0.274%</p> <p><b>BCTF Levy</b> payable if value of works is over \$20,000</p> <p>Estimated value of construction \$ _____ x 0.20%</p>	<p>Minimum Fee \$97.70</p> <p>Minimum Fee \$123.30</p>
<b>Application As Defined In Regulation 31</b>	
For each Building Standard in respect of which a declaration is sought	\$2160.15
<b>Sign Permit</b>	
<b>Per Sign</b>	\$100.00
<b>Park Homes (Within Caravan Parks)</b>	
As per Certified and Uncertified building applications see above.	As calculated
<b>Private Swimming Pool Inspection Fees</b>	
Four yearly inspection (Mandatory) – Charged with property rates across 4 year period (\$28.00/year)	\$112.00
Customer requested compliance inspection	\$165.00

## Fees & Charges – Planning Services

Payable when making applications

	Fee	GST	Total
<b>Development Applications (Where Development has not commenced or has been completed)</b>			
Est. Cost of Development - \$0 to \$50,000	\$147.00	Nil	\$147.00
Est. Cost of Development – \$50,000 to \$500,000	0.32% of Est. Cost of Development	Nil	0.32% of Est. Cost of Development
Est. Cost of Development - \$500,000 to \$2.5m	\$1,700.00 + 0.257% for every \$1 in excess of \$500,000	Nil	\$1,700.00 + 0.257% for every \$1 in excess of \$500,000
Est. Cost of Development - \$2.5m to \$5m	\$7,161.00 + 0.206% for every \$1 in excess of \$2.5million	Nil	\$7,161.00 + 0.206% for every \$1 in excess of \$2.5million
Est. Cost of Development - \$5m to \$21.5m	\$12,633.00 + 0.123% for every \$1 in excess of \$5 million	Nil	\$12,633.00 + 0.123% for every \$1 in excess of \$5 million
Est. Cost of Development > \$21.5m	\$34,196.00	Nil	\$34,196.00
<b>Development Assessment Panel Applications where the estimated cost of development is:-</b>			
not less than \$3 m and less than \$7m	\$3,503.00	Nil	\$3,503.00
not less than \$7 m and less than \$10m	\$5,409.00	Nil	\$5,409.00
not less than \$10 m and less than \$12.5m	\$5,885.00	Nil	\$5,885.00
not less than \$12.5 m and less than \$15m	\$6,053.00	Nil	\$6,053.00
not less than \$15 m and less than \$17.5m	\$6,221.00	Nil	\$6,221.00
not less than \$17.5m and less than \$20m	\$6,390.00	Nil	\$6,390.00
\$20m or more	\$6,557.00	Nil	\$6,557.00
An application under regulation 17	\$150.00	Nil	\$150.00
<b>Other Application (Where Development or Use has not commenced or has been completed)</b>			
Home Occupation and Home Business Applications - Initial Fee	\$222.00	Nil	\$222.00
- Annual Renewal Fee	\$73.00	Nil	\$73.00
Determination of development application for an extractive industry	\$739.00	Nil	\$739.00
Change of Use Application	\$295.00	Nil	\$295.00
Application to vary the deemed -to-comply requirements in the R-Codes and/or a Local Planning Policy	\$147.00	Nil	\$147.00
Minor Amendment to Either, but not Both, Endorsed Plans or Conditions of Development Approval	\$272.73	\$27.27	\$300.00
Minor Amendment to Both Endorsed Plans and Conditions of Development Approval	\$454.55	\$45.45	\$500.00
Amendment to an Application for Planning Approval \$150.70 (incl. GST) or fee based on cost of additional development, whichever is greater	\$137.00	\$13.70	\$150.70

Certificate of Planning Compliance - undertake inspection, assess compliance with previous planning approvals and issue Certificate if found to be compliant or written advice as to nature of non-compliance	\$300.00	Nil	\$300.00
<b>Retrospective Development Applications</b>			
<u>Penalty Fee</u> where a development or use has commenced or is complete and Retrospective Planning Approval is required or where an approval to be renewed has expired.	Two (2) times the scheduled application /renewal fee <u>in addition</u> to the normal fee	Nil	Two (2) times the scheduled application / renewal fee <u>in addition</u> to the normal fee
<b>Subdivision / Strata Condition Clearance</b>			
Not more than 5 lots	\$73.00 per lot	Nil	\$73.00 per lot
More than 5 lots but not more than 195 lots	\$73.00 per lot for the first 5 lots and then \$35.00 per lot	Nil	\$73.00 per lot for the first 5 lots and then \$35.00 per lot
More than 195 lots	\$6,959.00	Nil	\$6,959.00
<b>Subdivision Bonds</b>			
Infrastructure Works Bond for Outstanding Works	Estimated cost of Subdivision + 50%	Nil	Estimated cost of Subdivision + 50%
Bond or Bank Guarantee Administration, Preparation and Release	\$909.09	\$9.91	\$1,000.00
Defects Liability and Maintenance Bond	5% of contract price	Nil	5% of contract price
<b>Subdivision Administration &amp; Supervision Fee</b>			
Subdivision Supervision and Inspection Fee	1.5% of contract price	0.15%	1.5% of contract price
<b>Other Planning Charges</b>			
Issue of Zoning Certificate, Motor Repairer Certificates, Section 40 Liquor Licence	\$73.00	Nil	\$73.00
Issue of written planning advice	\$73.00	Nil	\$73.00
Reply to a property settlement questionnaire	\$73.00	Nil	\$73.00
Newspaper Notices - undertaken on a cost recovery basis (where not already covered by application fee)	POA	POA	POA
<b>Scheme Amendments</b>			
Request for adoption of Town Planning Scheme Amendment: Estimate of hours spent and total fee calculated in accordance with Regulation 48 Planning and Development Regulations 2009	POA + GST		POA + GST
<b>Development Plans</b>			
Request for adoption of Development Plans and Detailed Area Plans or variations thereto: Estimate of hours spent and total fee calculated in accordance with Regulation 48 Planning and Development Regulations 2009	POA + GST		POA + GST

Please note that Council has waived the fee for home occupation applications for family day care. Please contact Planning Services on 9186 8569 to determine whether an extension or change of a non-conforming use is required to commence a new use or to change the current approved use.

## Fees & Charges – Environmental Health

### Construction or Installation of an Apparatus for the Treatment of Sewage

For single residential developments up to a discharge maximum volume of 540 litres per day, a fee of \$236 applies. If the system is designed to cater for a maximum capacity of greater than 540 litres per day, approval must be obtained from the Department of Health (DoH). In this instance an applicant can opt to apply to the City for a local government report, total cost \$503, and a separate cheque or payment must be made to the Department of Health for \$38.50. Alternately an applicant may apply to the Department of Health without the local government report.

Please contact the Environmental Health Department on 9186 8569 if you require the fee to be calculated for other types of developments or if you have any questions on this matter.

Construction or Installation of an Apparatus for the Treatment of Sewage	
Service Provided	Fee
Local Government application fee	\$118
Grant of Approval to Use an Apparatus fee	\$118
Local Government Report fee (on behalf of DoH)	\$406
Department of Health application fee with report	\$42.35 (to be paid separately to the DoH)
Application for residential grey water re-use systems	No fee application

Lodging House includes backpacker's accommodation, boarding houses and workforce accommodation developments where more than 6 people are lodged exclusive of the operator's family members.

Lodging House Annual Fees	
Service Provided	Fee
Lodging House Licence - Less than 100 beds	\$289
Lodging House Licence – 100 and more beds	\$401

Public Swimming Pool Annual Fees	
Service Provided	Fee
Auditing and sampling (includes site visits) – within 20km of Karratha Administration Office	\$365
Auditing and sampling (includes site visits) – greater than 20km of Karratha Administration Office	\$467

Caravan Parks & Camping Grounds Fee for Application or Renewal of Licence for Facility Operators	
Service Provided	Fee
Long Stay Sites	\$6 per site
Short Stay Sites	\$6 per site
Transit Park Short Stay Sites	\$6 per site
Camp Sites	\$3 per site
Overflow Sites	\$1.50 per site
Transfer of Licence	\$100
Minimum Fee	\$200

<b>Application for Temporary Occupancy of a Moveable Dwelling (Caravan)</b>	
	<b>Fee</b>
Please refer to the Occupancy of Moveable Dwellings Information Sheet HS-0022 and Policy DE-1 for more details including length of stay limitations and minimum amenity requirements.	\$131.50

<b>Applications to Trade in a Public Place (Stallholder's Permit)</b>	
<b>Length of</b>	<b>Fee</b>
One (1) day	\$61
One (1) week	\$142
Three (3) months	\$345
Six (6) months	\$482
Twelve (12) months	\$792
Eligible Community Groups	No fee applicable
Dreamers Hill Vehicle Sale Permit (1 month)	\$20
Outdoor Eating Area Permit	\$100

Please refer to the Trading in Public Places Information Sheet HO-0006 for more details

<b>Food Premises Notification &amp; Registration Fees</b>	
<b>Service Provided</b>	<b>Fee</b>
Notification Fee - High, Medium and Low Risk	\$81
Notification Fee - Exempt premises, Not for profit community groups	No fee applicable
High risk premises annual assessment fees	\$507
Medium risk premises annual assessment fees	\$507
Low risk premises annual assessment fees	\$274
Application to Construct/Establish High Risk Premises, incl. Notification fee	\$355
Application to Construct/Establish Medium Risk Premises, incl. Notification fee	\$355
Application to Construct/Establish Low Risk Premises, incl. Notification fee	\$238
Application for transfer of premises Notification and Registration	\$81
Request for re-inspection for Golden Gecko certificate	\$122

<b>Environmental Health Fee for Service on Demand – Inc. Section 39, Freezer Breakdown, Inspection on Request)</b>	
<b>Length of Time</b>	<b>Fee</b>
Per hour or part thereof	\$202
Undertaking mosquito control of unkept private swimming pools	\$152
Annual Inspection Fee (Hair Salons, Beauty Salons, Skin Piercing Premises)	\$117



## **Additional Information**

If you would like additional information on fees, please contact Customer Services on 9186 8555.

## **Requirements Checklist**

- Fees are to be paid upon lodgment of any application.
- Fees are calculated based either on legislative requirements or as adopted by Council and may be subject to change.

## **Disclaimer**

This information sheet is provided as generalised information. While we aim to keep the content of this document current and accurate, we accept no responsibility or warranties for actions based on the information provided. The City of Karratha encourages you to seek professional advice before acting on any information contained within this document. Please contact the City of Karratha if you wish to comment on the forms provided and information contained within. Any reported errors will be amended.

Last Reviewed:	June 2016
Responsible Officer:	Director Development & Regulatory Services