2. Fees payable

All fees are payable at the time of lodging the application.

3. Plans

General note:
Two (2) complete sets of plans, details and specifications must be submitted with your application. All plans and details must be legible, drawn to scale and include a copy of the Certificate of Title containing all details and proof of ownership of the land applicable to the application.

Site Plan (minimum scale 1:200)
- A feature survey indicating a permanent datum point, contours and spot levels of the project area and of any neighbouring land immediately adjoining the project area.
- Clearly indicate all property boundaries, boundary dimensions and existing buildings.
- Clearly indicate the distance from the buildings and property boundaries to the proposed wall.
- Heights of wall along entire length (reference datum point using Top Of Wall (TOW) and Bottom Of Wall (BOW)).
- The location of any vehicle access way, driveways, or crossover located within 3 metres of the wall.
- North point.

Elevations (minimum scale 1:200)
- Elevation drawings of each different section including all dimensions and natural ground levels.
4. Wall Details

Important:

- Where insufficient details are provided, more details may be requested by the Building Surveyor in order to assess the structure for compliance with the provisions of the National Construction Code.
- Retaining walls over 500mm in height require both Planning Approval and a Building Permit before construction can commence.
- If a wall is to retain over 1000mm of soil, Structural Engineer’s Certification of the system is required.
- Where Structural Engineer’s Certification is required, please supply a covering letter stating which components of the engineer’s drawings are to be utilised during construction, or highlight the components if supplying standard engineer’s drawings that contain variable construction methods.

General Notes:

Please contact the Shire for further information or explanation on any matters within.

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