

City of Wanneroo  
23 Dundobar Road, Wanneroo WA 6065  
Locked Bag 1, Wanneroo WA 6946

T 9405 5000  
E [enquiries@wanneroo.wa.gov.au](mailto:enquiries@wanneroo.wa.gov.au)  
[wanneroo.wa.gov.au](http://wanneroo.wa.gov.au)

### What is a mast or antenna?

A mast, antenna or similar structure includes but is not limited to:

- a flag pole
- a light pole
- a pylon sign
- a telecommunications tower or pole
- a satellite dish or antenna

### Do I need approval?

A building permit is required for a mast or antenna that is incidental to a building (complements the use of a building) and it is higher than the following.

- 2m if attached to a building
- 3m if not attached to a building

A **flag pole** associated with a building forms an incidental relationship and will require a building permit if it exceeds the heights listed above. A flag pole in a reserve is generally not incidental to a building and will not require a building permit, regardless of its height

A **light pole** that supports a building (i.e. light poles for courts associated with a sporting complex) will require a building permit if it exceeds the heights listed above. Light poles in reserves generally are not incidental to a building and will not require a building permit, regardless of the height.

A **pylon sign** is incidental to a building and will require a building permit if it is being used to advertise a business or premise which is in a building and it is on the same site as that building (subject to the height requirements above). The same sign on a road verge or reserve is not incidental and will not require a building permit, regardless of its height. Please note that although a pylon sign may not require a building permit, it will require a Sign Licence. Please refer to the City's Signs information sheet for further guidance.

An **antenna**, communications tower or satellite dish is incidental to a building and will require a building permit if its purpose serves a building or it is attached to a building. A standalone telecommunications tower, dish or antenna without any building on the site will not require a building permit, regardless of its height.

Please note that although a building permit may not be required for these structures, compliance with the Building Code of Australia is still mandatory.

### What do I need to submit?

#### Certified Applications

- Completed [BA1 application form](#)
- Relevant fees (refer to page 2)
- Completed Certificate of Design Compliance and one copy of all referenced documents
- Street and Verge Bond Permit Application (refer to page 2)
- Development Approval (if required).

## Uncertified Applications

- Completed [BA2 application form](#)
- Relevant fees (refer to page 2)
- 1 x copy of a site plan drawn at a minimum scale of 1:200, showing the distance the proposed outbuilding will be setback from the boundaries and any other structures on the property.
- 1 x copy of the floor plan and elevations at a minimum scale of 1:100, showing all dimensions
- 1 x copy of the construction details showing materials to be used, their respective sizes, spacing and spans, footing and flooring details.
- 1 x Structural Engineers details
- 1 x Bushfire Attack Level Report (if required)
- Street and Verge Bond Permit Application (refer to page 2)
- Development Application (if required).

### **What is the difference between certified and uncertified applications?**

A Certified Application has had its assessment completed by a private Building Surveyor and has been issued with a Certificate of Design Compliance. Certified Applications must be submitted complete with all prior approvals issued (including Development Approvals). The City will issue a Building Permit for the proposed structure.

An Uncertified Application is submitted to the City for a full assessment. Uncertified Applications can be lodged while the Development Application is still pending however; it will be placed on hold until the Development Approval has been issued. The City will issue a Certificate of Design Compliance and a Building Permit for the proposed structure.

### **Street and Verge Bond Permits**

If you apply for a building permit, you will also be required submit an application for the City's Street and Verge Bond Permit. This application includes a non-refundable administration fee. If the construction value is over \$5000, an additional bond fee applies. For more information on these applications (including fees and a link to apply online), please refer to the [Street and Verge Bond page](#) on the City's website.

### **Fees**

To determine your application fees, please refer to please refer to our [Building Fee Schedule](#) or [Building Application Fee Calculator](#) on the City's website.

**For further information, please contact the City's Building Services on 9405 5000.**

#### Disclaimers:

1. In line with the City's recordkeeping requirements, please ensure that the information included on any application form is accurate and complete. Please also retain a copy of the completed form before submitting with the City as the form and any supporting documents will not be returned. The City accepts no responsibility for any loss, damage, liability or inconvenience suffered by any person as a result of using an application form or lodging an application form with the City.

2. This information sheet is produced by The City of Wanneroo in good faith and the City accepts no responsibility for any ramifications or repercussions for providing this information. This information sheet is correct as of October 2020 and prone to alteration without notification.



#### **Did you know?**

Save time and apply online! This application is available for lodgement via the City's website [www.wanneroo.wa.gov.au](http://www.wanneroo.wa.gov.au)