

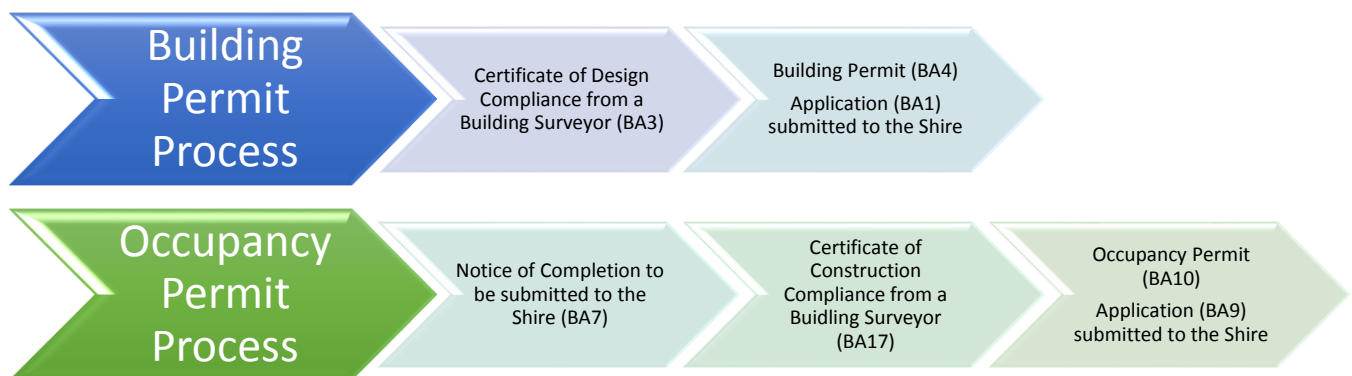
## Commercial Buildings

Commercial building work generally requires a Building Permit prior to commencing the work. The first step is to apply for a Certificate of Design Compliance either at the Shire of Northam (Shire) or with a Private Building Certifier/Surveyor. Once a Certificate of Design Compliance has been issued then a Building Permit Application is required to be submitted to the Shire with all the correct documentation for the issue of the Building Permit.

Commercial developments may require referral to the Department of Fire and Emergency Services (DFES), depending on the size and class of the building, prior to the issue of a Certificate of Design Compliance by a Building Surveyor. Generally the building surveyor will lodge the plans with DFES.

Once a commercial development has been completed, a Notice of Completion must be submitted to the Shire, within 7 days, along with the required Certificates. The building cannot be occupied until an Occupancy Permit has been issued. To obtain an Occupancy Permit, first a Certificate of Construction Compliance must be obtained either from the Shire or from a Private Building Surveyor. Once a Certificate of Construction Compliance has been obtained then an Occupancy Permit Application is required to be submitted to the Shire for the issue of an Occupancy Permit.

The building can only be occupied once an Occupancy Permit has been issued for the building.



Go to the following link for a list of Building Surveyors on the Building Commission's Website:  
<http://www.commerce.wa.gov.au/building-commission/find-registered-building-service-provider>

Please contact the Shire's Building Surveyors if you require any help or advice to ensure a smooth process.