

Carport or Garage Conversion to a Habitable Room

A carport or garage may be converted to a habitable room if there is sufficient space elsewhere on the lot to provide parking in a complying location. It is recommended that the materials and finish of the proposed alteration match with that of the existing dwelling.

Residential Design Codes (R-Codes)

The R-Codes set out development standards to ensure adequate privacy and amenity to be maintained.

- In the situation of a residential property coded R20, the dwelling, including any carport or garage must maintain an average six metre front setback, with a minimum setback of three metres
- The general requirement is that side setbacks are to be no less than one metre for a wall up to nine metres in length, 3.5 metres in height, and with no major openings, or no less than 1.5 metres for walls greater than nine metres in length or a wall with major openings, with a height less than 3.5 metres. However, it is important to note that there are circumstances where these requirements will differ.
- A minimum of two car parking bays must be provided on site.

Building Codes of Australia (BCA)

The *Building Codes of Australia* (BCA) is a uniform set of technical provisions for the design and construction of buildings and other structures throughout Australia. The goal of the BCA is to achieve acceptable standards of structural sufficiency, safety, health and amenity for the benefit of the community.

Such provisions include the following:

- The walls of the new addition must maintain a continuous cavity with the existing dwelling
- The floor to ceiling height must be a minimum of 2.4 metres
- Noting that generally, carport floors are constructed without a waterproof membrane or termite barrier, the building permit application must indicate how the proposed works will prevent the ingress of moisture into the new room. The existing slab may need to be drilled to install a termite barrier.
- Natural light and ventilation must be maintained to all existing rooms.
- Hard wired smoke detectors must be installed to protect all existing and proposed bedrooms of the house. Applications may also require engineering details.

Power meter box

Any meter box existing within the proposed enclosure must be relocated to an external wall.

Building permit application requirements

An application for a building permit requires the following information:

- Completed building permit application form BA1 or BA2
- Site Plan – two copies to a scale not less than 1:200, indicating:
 - site boundaries and building setbacks
 - existing and proposed levels
 - all existing structures, and
 - the location of the proposed structure and distances to the boundaries.
- Two copies of the floor plan, elevations, cross section drawn to a scale 1:100; indicating all dimensions.
- Two copies of specifications with a completed addendum indicating the types of materials to be used.
- A completed building application form BA1 (certified applications) or BA2 (uncertified applications).
- The application form must indicate the estimated construction value at current market rates and the name and registration number of the builder. The original signature of the builder must be on the completed application form.
- If you intend to construct the conversion yourself and the estimated value of the construction is expected to exceed \$20,000, a separate application must be submitted for approval as an owner builder. Please be aware that approval to be an owner builder can only be granted by the Building Commission of Western Australia.

If additional information is required the City will contact you promptly following the lodgement of your application.

Fees

Please refer to *Building Services Schedule of Fees* and *Planning Services Schedule of Fees* available via one of the City's Customer Service Centres or the City's website.

Further information

For further information, please contact the City's Building Services on **9400 4961** or Planning Services on **9400 4460**.

Alternatively, information is provided via the City's Customer Service Centres or the City's website at **joondalup.wa.gov.au**. You may visit the City of Joondalup Libraries – Joondalup to view a copy of the BCA.

Information regarding the R-Codes may be viewed via the Department of Planning website at **planning.wa.gov.au** or purchased from the State Law Publisher – Western Australia at **slp.wa.gov.au**