

# Thinking of Building a Carport?

Did you know that the majority of carports built in the NT require building approval?

## WHAT ARE YOUR OPTIONS WHEN BUILDING A CARPORT?

### 1. Design a Carport to your individual requirements.

If you are designing a carport to meet your own specifications and requirements you will need to seek building approval. This is explained in more detail over the page.

### 2. Purchase a Carport from a Self-Certifying Carport Manufacturer.

There are a number of self-certifying carport manufacturers who have been approved to certify their product and its construction under the *Building Act*.

You should check with the carport manufacturer that the Building Advisory Services Branch has approved the design of the carport being offered and that it carries the "Approved for Self-Certification" stamp.

\*\* Note: Carports in this category are limited to 36m<sup>2</sup> in area.

### 3. The Role of the self-certifying Carport Manufacturer

The self-certifying carport manufacturer's role is to build in accordance with the approved plans.

Upon completion of construction the manufacturer must sign and issue an occupancy permit for the carport.

The self-certifying manufacturer must forward a copy of the occupancy permit and any accompanying documents to the Director, Building Control, Department of Planning and Infrastructure within seven (7) days of issuing a permit.

A list of self-certifying carport manufacturers is available from the Building Advisory Services Branch.

There are significant penalties under the *Building Act* for persons building without prior building approval. If a person fails to meet the requirements of the Act, an action against that person may commence immediately.

Further information about building rules and regulations is also available from your local Building Advisory Service counter or at <http://www.nt.gov.au/building>

## CONTACT DETAILS: Building Advisory Services

### DARWIN

Ground Floor  
Cavenagh House  
Cnr Cavenagh & Knuckey Sts  
DARWIN NT 0800  
Ph: 8999 8965 or 8999 8966

### KATHERINE

First Floor, Government  
Centre, First Street  
KATHERINE NT 0850  
Ph: 8973 8926

### TENNANT CREEK

Transport and Works Building  
Leichardt Street  
TENNANT CREEK NT 0860  
Ph: 8951 9235 (Alice Springs)

### ALICE SPRINGS

First Floor, Alice Springs Plaza  
Cnr Todd Mall and Parsons St  
ALICE SPRINGS NT 0870  
Ph: 8951 9253

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## How do I obtain a Permit to Build to allow me to erect a Carport?

### 1. First Step

Get a permit to build before you carry out any work in connection with the construction of your carport.

### 2. Preparing Plans

Prepare plans for the carport. It is advisable to seek the assistance of an architect or draftsman that has knowledge of the Northern Territory building system. This will ensure finished drawings are accurate, clear and complete. Drawings should include an accurate and to scale site plan, elevations and structural detail. A structural engineer *must* approve the structural details.

### 3. Applying For a Permit to Build

You will need to engage the services of a Building Certifier from private industry to issue the permit to build before construction starts. A list of registered Building Certifiers is online at <http://www.ntlis.nt.gov.au/building-practitioners/CategoryList.jsp>

You will need to provide the Building Certifier with a completed application to build accompanied by the following:

- details of the proposed carport (including drawings); and
- structural engineer's certification for the structural design.

### 4. Assessment by Building certifier

The building certifier assesses the application to make sure it complies with the *Building Act* and Regulations.

### 5. Issue of a Permit to Build

Your chosen building certifier issues the permit to build which is valid for two years from the date it is issued. This time can be extended if an application is made to the Building Certifier *before* the expiration date.

### 6. Before Construction Starts

Before construction begins, the Building Certifier must have:

- Approved all plans;
- Issued the permit to build;
- Forwarded the permit to build and accompanying plans to the Director, Building Control, Department of Planning and Infrastructure;
- Checked that building insurance has been taken out (HBCF); and
- Informed the builder (yourself) of the appropriate mandatory notification stages (inspections).

### 7. Inspections

During construction there are stages where the building certifier may want to inspect progress. These stages are called 'Mandatory Notification Stages' and you will be advised by the Certifier as to when they are required.

### Role of the Builder

The role of the builder (yourself) is to build in accordance with the permit to build and approved plans.

### 8. Completion

At completion of construction the builder must sign a declaration stating the building works have been carried out in accordance with the permit.

### 9. Occupancy Permit

Upon request an occupancy permit can be issued if the building certifier is satisfied that the fence is constructed in accordance with the building permit and it is suitable for its intended use. The Building Certifier must forward a copy of the occupancy permit and any accompanying documents to the Director, Building Control, Department of Planning and Infrastructure within seven (7) days of issuing a permit.

For further information about building rules and regulations contact the Building Advisory Services Branch in your region or visit our website <http://www.nt.gov.au/building>