

Thinking of Building a Shade Structure?

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

WHAT ARE YOUR OPTIONS WHEN BUILDING A SHADE STRUCTURE?

1. Design a Shade Structure to your individual requirements.

If you are designing a shade structure to meet your own specifications and requirements and it exceeds the exemptions (see below) you will need to seek building approval. This is explained in more detail over the page.

2. Purchase a Shade Structure from a Self-Certifying Shade Manufacturer.

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

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

****Note:** Shade structures in this category are limited to 60m² in area.

3. The Role of the Self-Certifying Shade Manufacturer

The self-certifying shade 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 shade structure.

The self-certifying shade 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.

3. Exemptions

The only instance where shade structures are not required to have a building permit is if it meets the following criteria.

The shade structure or combination of shade structures on any one lot:

1. has an aggregated shade cloth area not exceeding 30m²;
2. is totally free standing (is not attached or connected in anyway to any building); and
3. is not closer than 50mm to any other building.

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 Shade Structure?

1. First Step

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

2. Preparing Plans

Prepare plans for the shade structure. 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 fence (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. You will be advised by the Certifier as to when they are required. It is your obligation to notify the Certifier when an inspection stage has been reached.

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 shade structure 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 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>