

Becoming an owner-builder in Western Australia

To become an owner-builder, you must first obtain owner-builder approval from the Building Services Board, and then a building permit from your local government.

The process and related form to become an owner-builder was amended in March 2023 to streamline determination of approvals.

Applications made using the previous version of Form 75 (dated prior to 23 March 2023) will only be accepted up until 30 April 2023. Applications received on the old versions of forms will not be accepted after 30 April 2023 and will be sent back to the applicant.

When applying you must show that you have sufficient knowledge of the duties and responsibilities involved in being an owner-builder. This can be done by completing an owner-builder course or being registered as a building practitioner

To apply, complete and submit an owner-builder approval application form and pay the [application fee](#). Fees are updated on 1 July each year.

How to apply

Applications can be submitted:

- Online: [Owner-Builder Approval online submission](#)
- By Post, or In Person.

If applying in person or by post your application also needs to be accompanied by a completed application payment form [Owner Builder Application - Payment form](#)

Details of how to apply in person or by post are included on the application form.

All applications must be made on a fully completed application form which can be found here: [Form 75 - Owner builder application form](#)

Should you have any queries regarding your application please contact 1300 489 099.

Time frame for application processing

Most applications are determined within seven weeks. You can assist us to keep processing times as low as possible by:

- Checking that you have attached all the required information, and have completed the application form in full, before submitting

- Submitting using the online option
- Allowing enough time for processing of your application before contacting us for an update.

Licensing officers will contact you if any additional information is needed to finalise your application.

Restrictions on building as an owner-builder

Once your owner-builder approval has been issued, you must apply for a building permit from your local permit authority within six months. If you do not, your owner-builder approval will expire.

Only one owner-build each 6 year period

You can only owner-build once every six years.

There is provision to waive the six year restriction. A waiver may be granted in circumstances where:

- hardship would be suffered if the application for owner-builder approval was refused, or
- the new building permit will be for the same land as the previously granted permit/licence.

You may apply for waiver of the six year restriction by lodging an application and completing page 6 of the application form for [owner-builder approval](#) (Form 75).

Fees

Current application fees for owner builders can be found in the [fee schedule](#).

Application fee

An application fee is payable at the time of lodging an application. The application fee is non-refundable and GST is not payable.