

PROCESS GUIDELINES FOR REMOVAL OF BUILDINGS - CLASS 1 & 10

The following procedures apply to removal buildings to be sited within the Scenic Rim Regional Council.

STEP 1 - Obtain a Preliminary approval to resite a building within the Scenic Rim Regional Council

- The application for assessment and preliminary decision must be made on the appropriate forms (DA Form 2) and accompanied by the current fees.
- Provide site plan indicating Building Envelopes, other buildings and proposed buildings and effluent disposal area. Provide floor plan, and elevations for the proposed removal building.
- Provide an asbestos report from a licenced asbestos assessor.
- The assessment will be used to determine the bond and conditions which will form part of the formal building application. Provide photos of the proposed removal building and proposed new site.
- Advice will be given on the amount of security bond and conditions to be imposed on the building application when issuing the Preliminary Decision Notice.

STEP 2 - Obtain Building and Plumbing & Drainage Approvals

- Lodge the security bond to Council's Building Section as advised by the condition of the preliminary decision notice.
- A properly made application for Plumbing and Drainage work to be submitted to Council and obtain a permit.
- A properly made Building application to be submitted to Council or a Private Certifier and obtain approval to carry out Building work. **Note:** The building application must be consistent with Preliminary Decision and comply with the condition of the preliminary decision notice.

ADVICE: The building work must substantially start within 2 months and completed within 1 year after giving the approval.

STEP 3 - Obtaining Infrastructure Services (Works Department) approvals

- Submit application with Infrastructure Services to transport the building on Council controlled roads.
- Pay Infrastructure Services (Works Department) fees as approved.
- Pay Infrastructure Services (Works Department) security bond as approved.

STEP 4 - Provide Infrastructure Services (Works Department) a copy of:

- Decision Notice for Starting Council.
- Decision Notice for receiving Council.
- Plumbing and Drainage Compliance permit.
- Infrastructure Services (Works Department) to issue letter of final approval for removalist to apply to the Police Service to transport the building on the road to the proposed new site OR holding yard.

BUILDING AND PLUMBING INFORMATION PACKS

These packs are available on Council's website at www.scenicrim.qld.gov.au "Frequently Requested Forms - Building, Plumbing and Drainage - Information Packs".

Should you require any assistance in completing your Plumbing Application, please contact the Building & Plumbing section on (07) 5540 5111.