

# Plumbing and Drainage Applications

## Classes 1 to 10

### TABLE OF CONTENTS

<b>1. Information &amp; Guidelines .....</b>	<b>1</b>
1.1 Plumbing Application Guidelines .....	1
Fast Track Applications.....	1
Standard Applications .....	1
Properly Made Applications .....	1
1.2 Required Documents .....	1
1.3 Categories of Required Documents.....	2
<b>2. Application Forms .....</b>	<b>3</b>
2.1 Form 1 - Application for a Permit .....	3
2.2 Application Checklist.....	3
2.3 How to submit your application .....	4
<b>3. Fee Information.....</b>	<b>4</b>
3.1 Fees and Charges .....	4
3.2 Credit Card Authority Form .....	5
<b>4. Other Information &amp; Fact Sheets .....</b>	<b>5</b>
4.1 Flood Affected Blocks .....	5
4.2 Unstable Slopes.....	6
4.3 Planning & Development Requirements .....	6
4.4 Water & Urban Utilities Connection Approval .....	6
4.5 Tiny Homes.....	6
4.6 Health & Environmental Requirements .....	6
4.7 On-Site Sewerage Facilities - What is an On-Site Sewerage Facility .....	7
4.8 On-Site Sewerage Facilities - Registered Site & Soil Evaluators.....	7
4.9 Notifiable Work (Form 4).....	8

# 1. Information & Guidelines

## 1.1 Plumbing Application Guidelines

Plumbing applications submitted to Council for permit work are divided into two categories:

- Fast Track Applications
- Standard Applications

### Fast Track Applications

The *Plumbing and Drainage Regulation 2019* states that the meaning of Fast Track is work relating to **one (1)** new class 1a or class 10 structure in an area serviced by reticulated (mains) water and sewerage. The water services and house drainage must directly and separately connect to the Urban Utilities asset to be considered fast track.

Fast Track applications are decided within 2 business days of a properly made application being lodged with Council.

### Standard Applications

Applications that do not meet the criteria above, will fall under the Standard Application process. This includes work relating to multiple dwellings, alterations, works for a Class 2-9 building, and any On-Site Sewerage work.

Standard applications are decided within 10 business days of a properly made application being lodged with Council.

### Properly Made Applications

In order to enable applications to be processed within the time frames provided above, it is essential for the application to be completed in its entirety, and all associated documents be consistent with the nature of the application. Should deficiencies be found in the application, a Request for Further Information (RFI) will be issued. An RFI allows Council to request additional information to satisfy the assessment requirements so that the application can be decided.

## 1.2 Required Documents

Using the below table, determine the category your proposal falls into and refer to the following page for which documents may be required. In some cases, a slope stability report, SEQ Water approval or evidence of Town Planning Approval is required in addition to the documents in item 1.3.

NATURE OF PROPOSAL	CATEGORY
<b>Sewered Area</b>	
Fast Track	1
Standard Class 1a or 10	1
Multiple Dwellings	2
Commercial Class 2-9 (New, Alterations or Fit Out)	2
<b>Unsewered Area</b>	
Standard Class 1a or 10	3
Commercial Class 2-9 Buildings	4
Decommissioning of an OSSF Only	5

## 1.3 Categories of Required Documents

### Category 1

Form 1

Construction Issue Plans

Site Classification Report

Articulation details for H, E or P Soils

Application Fees

### Category 2

Form 1

Construction Issue Plans

Site Classification Report

Articulation details for H, E or P Soils

Hydraulic Services Design

Application Fees

### Category 3

Form 1

Construction Issue Plans

Site and Soil Evaluation

Site Classification Report

Articulation details H, E or P Soils

Application Fees

### Category 4

Form 1

Construction Issue Plans

Site and Soil Evaluation

Site Classification Report

Articulation details H, E or P Soils

Hydraulic Services Design

Application Fees

### Category 5

Form 1

Site Plan


Application Fees

If you are still uncertain on the documents required, please contact Council's Plumbing Services team for clarification on [07 5540 5111](tel:0755405111)

## 2. Application Forms

### 2.1 Form 1 - Application for a Permit

Scan the QR code for a downloadable copy of Form 1 - Permit work application for plumbing, drainage and on-site sewerage work.

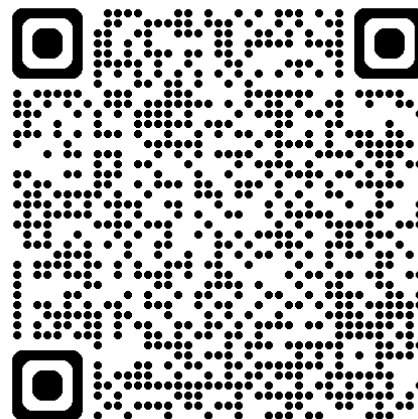


**Form 1—Permit work application for plumbing, drainage and on-site sewerage work**

Version 1 – July / 2019

**GENERAL NOTES:** This form is to be used for the purposes of sections 44(1)(a) and 52(2) of the Plumbing and Drainage Regulation 2019 (PDR). Completion of all applicable sections is mandatory

<p><b>1. Description of land</b> The description must identify all land the subject of the application. The lot and plan details (e.g. DP/RP) are shown on title documents or a rates notice.</p>	<p>Street address (include number, street, suburb/locality and postcode)</p> <p>Lot and plan:</p> <p>Shop/tenancy number (if applicable)      Storey/level (if applicable)      Local government area</p>
<p><b>2. Permit application</b> Subject to section 66(1) of the PDA, a person must not carry out permit work unless the person has a compliance permit for the work and complies with any conditions of the permit.</p>	<p>Is this application for a new building? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is this application for work to an existing building? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Has distributor-retailer approval been granted? (if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is a copy of the connection approval attached? (if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Sewered or <input type="checkbox"/> Unsewered</p> <p>Provide details of the proposed plumbing work:</p>
<p><b>3. Classification of buildings and structures</b> Indicate the class of buildings and/or structures as set out under the National Construction Code building classifications. For example, a house (class 1a), an apartment (class 2) or a domestic shed (class 10a).</p>	<p>Class of building/s (if known) <input type="checkbox"/> Class 1a or 10a or <input type="checkbox"/> Class 1b, 2 - 9</p> <p>Provide description (purpose) of the proposed building</p> <p><small>Note - The description must be sufficient to identify the building/s: a single dwelling, bakery, distillery, mechanical workshop etc.</small></p>
<p><b>4. Application type</b> If this application is for a new class 1a or 10a building and you have answered yes to all questions in box A or B in this section, this application may be fast tracked.</p>	<p style="text-align: center;"><b>Box A</b></p> <p>Each new building directly and separately connects to the reticulated water supply system and sewerage system <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>A trade waste approval is not required for this property/building <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>This application does not include an on-site treatment facility <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;"><b>Box B</b></p>



QR Code 1 - Plumbing and Drainage Form 1  
[www.business.qld.gov.au](http://www.business.qld.gov.au)

### 2.2 Application Checklist

- ☐ Form 1 - completed
- ☐ Required Documents in accordance with Category of work
  - Construction Plans
  - Hydraulic Services Plan
  - Soil Classification Report
  - Articulation Details
  - Site & Soil Evaluation
- ☐ Additional Documents to consider
  - Slope Stability/Geotechnical Report (If required)
  - Town Planning Approval (If required)
  - Urban Utilities Connection Approval (If required)
  - Trade Waste Approval (If required)
- ☐ Applicable Fees (See item 3.1)

## 2.3 How to submit your application

Applications for plumbing and drainage can be lodged with Council via:

**Email:** [mail@scenicrim.qld.gov.au](mailto:mail@scenicrim.qld.gov.au)

**Mail:** Scenic Rim Regional Council  
PO Box 25  
BEAUDESERT QLD 4285

**In Person:** Visit any of Council's Customer Service Centres

- Beaudesert Customer Service Centre 82 Brisbane Street Beaudesert
- Boonah Customer Service Centre 70 High Street Boonah
- Tamborine Library & Customer Service corner of Main Street and Yuulong Road Tamborine Mountain

Submission by email is our preferred method. All documents submitted via email should be in PDF format and titled to reflect the type of document. Each attachment should be inclusive of one document only, not all packaged together in one large PDF file.

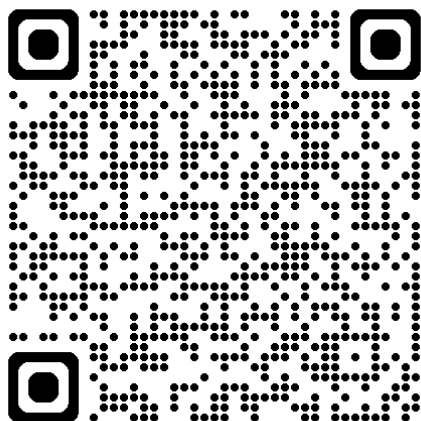
Only one application can be submitted per email.

## 3. Fee Information

### 3.1 Fees and Charges

Plumbing Fees & Charges are available Scenic Rim Regional Council's Register of Fees & Charges.

To view the Register of Fees & Charges, scan the QR Code below:



QR Code 2 - Fees and Charges  
[www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

A screenshot of the Scenic Rim Regional Council website. The header includes the council's name and logo, along with navigation links like 'Accessibility', 'Contact Us', and 'Connect With Us'. A search bar is located in the top right. The main navigation menu has categories like 'Our Community', 'Our Council', 'Council Services', 'Our Environment', and 'Planning and Permits'. The 'Council Services' menu is expanded, showing a path: 'Home &gt; Council Services &gt; Payments and Forms &gt; Fees and Charges'. The page title is 'Fees and Charges'. Below the title, it says '2025-2026 Financial information'. There is a table with columns for 'Name', 'Size', and 'File Type'. The table lists three documents: '2025 - 2026 Register of Fees and Charges' (1.59 MB, PDF), 'COMMERCIAL AND INDUSTRIAL OPERATORS - Waste Charges 2025-2026' (1.09 MB, PDF), and 'RESIDENTIAL - Waste Charges 2025-2026' (1.80 MB, PDF). At the bottom, it says 'Showing 1 to 3 of 3 entries' and '2024-2025 Fees and Charges effective 1 July 2024'.

## 3.2 Credit Card Authority Form

Scan the QR code for a downloadable copy of Council's Credit Card Authorisation Form.

CREDIT CARD  
AUTHORISATION

SCENIC RIM  
REGIONAL COUNCIL

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**CUSTOMER DETAILS**

Cardholders name (On credit card)	
Business name (On credit card)	
Postal Address	
Email Address	
Contact phone number (Business Hours)	

Please note: In the event that a refund is required, the credit card holder will receive the refund

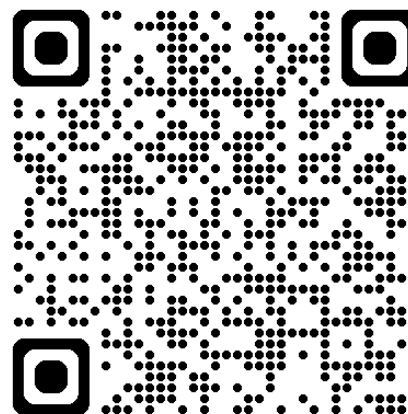
**CREDIT CARD INFORMATION**

Cardholders Name			
Type of Card	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard		
Card Number	____/____/____/____	Expiry Date	____/____
Amount	\$ _____		
Signature	_____	Date	____/____/____

**REASON FOR PAYMENT**

Please include relevant reference/application/invoice numbers or attach separately (if applicable)


**PRIVACY STATEMENT**

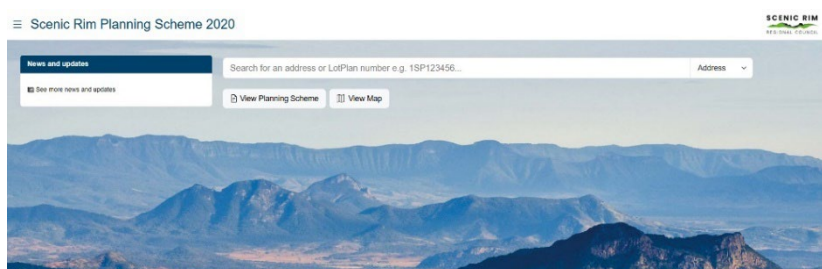
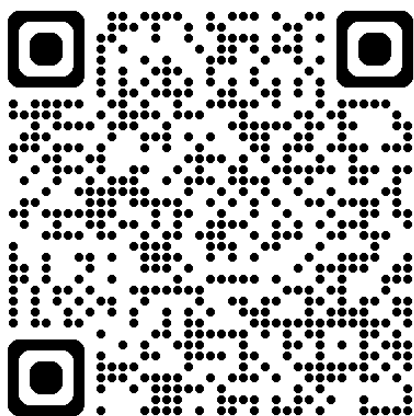


QR Code 3 - Credit Card Authority Form  
[www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

## 4. Other Information & Fact Sheets

### 4.1 Flood Affected Blocks

Plumbing applications for structures on flood affected blocks are referred to Council's Planning & Development Team for review. Approval may be refused, or granted with conditions, where it is determined that the site could be adversely affected by general or localised flooding. You can review any overlays that may affect your block on Council's Planning Scheme e-Plan website. Scan the code for more information:



QR Code 4 - Scenic Rim Council's e-Plan Service  
[Scenic Rim Planning Scheme 2020](#)

## 4.2 Unstable Slopes

Where Council's Planning & Development overlay identifies the proposed works could be affected by unstable ground, a geotechnical engineer's slope stability report will be required to assist Council in assessment. If an On-Site Sewerage Facility (OSSF) is to be installed, particular reference to the OSSF and land application area are required in the geotechnical report.

## 4.3 Planning & Development Requirements

Applications for plumbing and drainage may, at times be referred to Council's Planning & Development Assessment team for review. Applicants are advised to obtain town planning approval from Council's Planning & Development Assessment team prior to submitting your plumbing application where the proposal may trigger assessable development under the *Planning Act 2016*.

## 4.4 Water & Urban Utilities Connection Approval

Where applications are made in areas serviced by reticulated (mains) water, approval from Urban Utilities, must be supplied to Council. Applicants should first check whether a supply is available and whether the water supply is 'constant flow' or 'on-demand'. Enquiries relating to connection approval should be made to Urban Utilities on 13 26 57.

## 4.5 Tiny Homes

Tiny Homes are rising in popularity and can include structures or vehicles, such as a caravan, RV, cabin, granny flat, container home, pods, or any other structure used for living in. Unless the tiny home is fully self-contained ie equipped with its own water tank, grey water holding tank and wastewater holding tank that is disposed of at a dump station, then it is likely a Plumbing Approval is required.

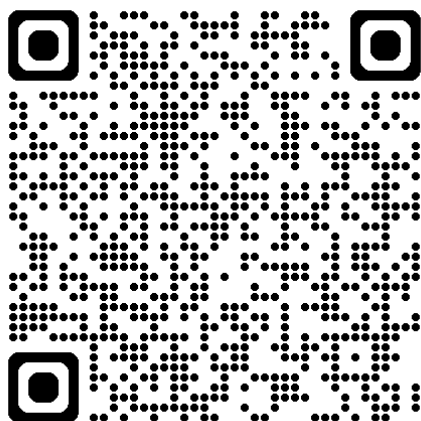
Connection of services to a tiny home from an external source is considered to be plumbing works and disposal of any wastewater to the site is considered drainage works, which is Permit Work.

## 4.6 Health & Environmental Requirements

Applicants are advised to check with Council's Health Services section on 07 5540 5111 regarding requirements in the event of building on Contaminated Land and for Food Establishments.

## 4.7 On-Site Sewerage Facilities - What is an On-Site Sewerage Facility

On-site sewerage facilities (OSSF) are used to treat sewage generated from a premise that is located in an unsewered area. A fact sheet has been developed and a copy can be viewed by scanning the below QR Code, or clicking the link.



QR Code 5 - OSSF Fact Sheet  
[www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

**FACT SHEET**

### On-Site Sewerage Facility (OSSF)

#### What is an On-site Sewerage Facility?

On-site sewerage facilities (OSSF) are used to treat sewage generated from a premise that is located in an unsewered area. The OSSF must be located within property boundaries which includes the land application area.

OSSF include all types of wastewater treatment and land application, such as septic tanks, aerated wastewater treatment systems, biofilter systems, composting toilets, and activated sludge systems. These systems are required in areas not serviced by sewerage infrastructure.

Effective on-site treatment and land application achieves:

- Protection of public health and safety
- Maintenance and enhancement of environmental quality

evaluation to be undertaken as part of the process of obtaining Council approval for effluent disposal within the property.

It is essential for the evaluator to select the most suitable on-site effluent disposal facility for the property and engage best environmental practices to support his or her design.

The quality of effluent from an OSSF is a key consideration to determine how sewage effluent is to be controlled and disposed of within the property.

Before lodging an application to install, extend or remove an OSSF with Council, it is recommended that the property owner consult with a site and soil evaluator to discuss the options available for effluent disposal within the property. A list of approved site and soil evaluators can be found on Council's website at [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

**Commissioning Certificate**

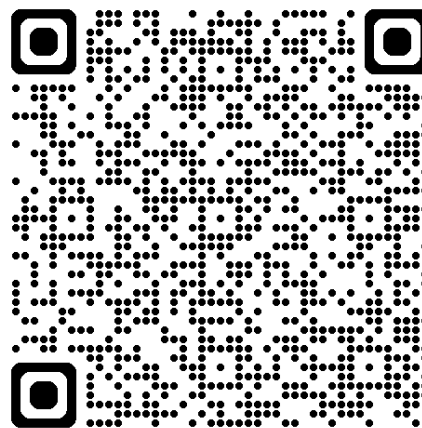
## 4.8 On-Site Sewerage Facilities - Registered Site & Soil Evaluators

Council has collected the details of Registered Site & Soil Evaluators. This list has been prepared to assist in locating services when they are required. To view the register, scan the QR Code or click the link below:



### ON-SITE SEWERAGE FACILITIES SRRC REGISTERED SITE & SOIL EVALUATORS

COMPANY	ADDRESS	CONTACT DETAILS	
Alpha Concepts Pty Ltd	15 Rosella Street WEST GLADSTONE QLD 4680	Ph Mob Email	07 4979 4001 0409 761 922 <a href="mailto:sale@alphaconcepts.net.au">sale@alphaconcepts.net.au</a>
Arcadia Environmental	Website - <a href="http://www.arcadiaenviro.com.au">www.arcadiaenviro.com.au</a>	Mob Email	0488 595 915 <a href="mailto:info@arcadiaenviro.com.au">info@arcadiaenviro.com.au</a>
Australian Soil Investigations Pty Ltd (ASI)	174 Railway Road COORAN QLD 4569	Mob Email	0428 310 453 <a href="mailto:aussiesoil@yahoo.com.au">aussiesoil@yahoo.com.au</a>
Bay Island Designs	10 Cowes Street MACLEAY ISLAND QLD 4184	Ph Mob Email	07 3409 5358 0419 796 167 <a href="mailto:bayislanddesigns@gmail.com">bayislanddesigns@gmail.com</a>
BioWater Designs Pty Ltd	PO Box 6218 MOOLOOLAH VALLEY QLD 4553	Ph Mob	07 5494 7620 0407 887 321
CF & JE Miles Building Contractors	76 Dunns Ave HARRISVILLE QLD 4307	Ph Mob Email	07 5467 1341 0418 724 176 <a href="mailto:cec@cecmiles.com.au">cec@cecmiles.com.au</a>
Cec Watts	13 Willi Street WARWICK QLD 4370	Mob	0428 790 760
Country-Wide Water Pty Ltd	43 Glenaura Drive TALLAI QLD 4213	Ph Mob Email	07 5522 9559 0418 230 850 <a href="mailto:countrywidewater@live.com.au">countrywidewater@live.com.au</a>
CQ Soil Testing	Dorien Street MOUNT GRAVATT EAST QLD 4122	Ph Email	07 2111 4182 <a href="mailto:info@cqsoiltesting.com.au">info@cqsoiltesting.com.au</a>

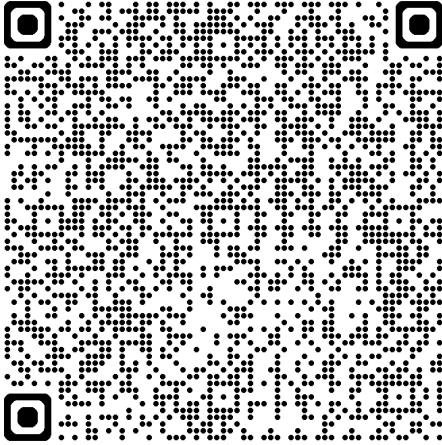


QR Code 6 - Site & Soil Evaluators  
[www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)



## 4.9 Notifiable Work (Form 4)

Some types of work do not require a plumbing and drainage application to be lodged with Council and instead fall under the category of notifiable work, commonly known as Form 4 work. To determine whether the proposal is Permit work, or Form 4 work, QBCC have developed an easy to use tool to assist. Scan the QR Code below to use this tool, or click the link under it. Council's Plumbing Services team is able to advise whether your proposal is Permit work or Form 4, if you would rather speak to us.



QR Code 7 - QBCC Form 4 Tool  
[my.qbcc.qld.gov.au](http://my.qbcc.qld.gov.au)

A screenshot of the QBCC website's 'Is it notifiable work?' tool. The page has a blue header with the 'myqbcc' logo and navigation links. The main content area is titled 'Is it notifiable work?' and includes a 'Select Form' button. Below the title, there is a paragraph explaining the tool's purpose. The form is divided into two columns: 'Baseline Questions' and 'Reference Questions'. The 'Baseline Questions' column contains three questions with multiple-choice options. The 'Reference Questions' column contains three questions with dropdown menus. The questions are: 1. Does the work you're doing relate to: (a) an existing building, (b) a new building, (c) an extension to an existing Class 1 or 10 building, (d) a structure for an existing Class 2 or 10 building? 2. Does the work you're doing involve installing, extending, altering, replacing or removing sanitary plumbing for an existing class 2-8 building, or an extension to an existing class 2-8 building, or a structure for an existing class 2-8 building? 3. Does the work you're doing involve installing, extending, altering, replacing or removing sanitary plumbing for an existing class 2-8 building, or an extension to an existing class 2-8 building, or a structure for an existing class 2-8 building? 4. What is the building class? 5. Is the building a new building, existing building or an extension to an existing building? 6. Describe the work you're doing. 7. Describe the time you're working on.