INFORMATION PACK

Preliminary Removal Building Application

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Information & Guidelines

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- Process for Removal of Buildings Class 1 & 10

Application Forms

- DA Form 2 (Building Applications)
 Note: The most current version of Form 2 is to be submitted. A link to the current version is available on Council's website or on the Queensland Government website at <u>www.business.qld.gov.au</u> and search for building forms.
- Preliminary Removal Building Class 1 & 10 form

Fee Schedules

- Building and Plumbing Fees & Charges refer to Scenic Rim Regional Council Website
 <u>www.scenicrim.qld.gov.au</u>
- Payment by Credit Card Authority form refer to Scenic Rim Regional Council Website
 <u>www.scenicrim.qld.gov.au</u>

Information Brochures/Fact Sheets

- Asbestos Information
- Classification of Buildings and Structures

To submit your form to Council

- Via Email <u>mail@scenicrim.qld.gov.au</u>
 Forms must be scanned separately and not as a whole document e.g. application forms, plans, reports etc.
- Mail to: Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285
- In Person: Beaudesert Customer Service Centre Boonah Customer Service Centre Tamborine Library & Customer Service

82 Brisbane Street, Beaudesert 70 High Street, Boonah Cnr Main St & Yuulong Road, Tamborine Mountain



Contact Council:

 Phone:
 07 5540 5111

 Fax:
 07 5540 5103

 Email:
 mail@scenicrim.qld.gov.au

Checklist

Preliminary Removal Buildings - Class 1 & 10

DA Form 2 completed - A link to the current version is available on Council's website or on the
Queensland Government website.

Preliminary Removal Building – Class 1 & 10 form

	Application	on fees
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- **1** complete set of the following plans:
 - □ Site Plan
 - Floor Plan including Elevations
 - Photos

 \Box Various structure photos including ALL elevations & wet areas

- Asbestos report by correctly licensed person certifying structure is free of asbestos
- Structural report by RPEQ
- Removal Building application (new site) refer to Class 1a Buildings Dwelling including Alterations/Additions & Patios, Pergolas & Verandahs information pack.

FACT SHEET

Removal Building Guidelines

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 (please note all of Councils building applications are now outsourced) or an External 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 approval given.

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.

Building and Plumbing Information Packs

These packs are available on Council's website at <u>www.scenicrim.qld.gov.au</u>.



DA Form 2 – Building work details

Approved form (version 1.2 effective 7 February 2020) made under Section 282 of the Planning Act 2016.

This form must be used to make a development application involving building work.

For a development application involving **building work only**, use this form (*DA Form 2*) only. The DA Forms Guide provides advice about how to complete this form.

For a development application involving **building work associated and any other type of assessable development** (i.e. material change of use, operational work or reconfiguring a lot), use *DA Form 1 – Development application details* **and** parts 4 to 6 of this form (*DA Form 2*).

Unless stated otherwise, all parts of this form **must** be completed in full and all required supporting information **must** accompany the development application.

One or more additional pages may be attached as a schedule to this development application if there is insufficient space on the form to include all the necessary information.

This form and any other form relevant to the development application must be used to make a development application relating to strategic port land and Brisbane core port land under the *Transport Infrastructure Act 1994*, and airport land under the *Airport Assets (Restructuring and Disposal) Act 2008*. For the purpose of assessing a development application relating to strategic port land and Brisbane core port land, any reference to a planning scheme is taken to mean a land use plan for the strategic port land, Brisbane port land use plan for Brisbane core port land, or a land use plan for airport land.

Note: All terms used in this form have the meaning given under the Planning Act 2016, the Planning Regulation 2017, or the Development Assessment Rules (DA Rules).

PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	
Contact name (only applicable for companies)	
Postal address (PO Box or street address)	
Suburb	
State	
Postcode	
Country	
Contact number	
Email address (non-mandatory)	
Mobile number (non-mandatory)	
Fax number (non-mandatory)	
Applicant's reference number(s) (if applicable)	

PART 2 – LOCATION DETAILS

2) Location of the premises (complete 2.1 and 2.2 if applicable)

Note: Provide details below and attach a site plan for any or all premises part of the development application. For further information, see <u>DA</u> <u>Forms Guide: Relevant plans.</u>

2.1) Street address and lot on plan

Street address AND lot on plan (all lots must be listed), or

Street address **AND** lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).



Unit No.	Street No.	Street Name and Type	Suburb	
Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)	
2.2) Additional premises				
 Additional premises are relevant to this development application and the details of these premises have been attached in a schedule to this development application Not required 				

3) Are there any existing easements over the premises?

Note: Easement uses vary throughout Queensland and are to be identified correctly and accurately. For further information on easements and how they may affect the proposed development, see the <u>DA Forms Guide</u>

Yes – All easement locations, types and dimensions are included in plans submitted with this development application

🗌 No

PART 3 – FURTHER DETAILS

4) Is the application only for building work assessable against the building assessment provisions?

- Yes proceed to 8)
- No No

5) Identify the assessment manager(s) who will be assessing this development application

6) Has the local government agreed to apply a superseded planning scheme for this development application?
Yes – a copy of the decision notice is attached to this development application
The local government is taken to have agreed to the superseded planning scheme request – relevant documents attached
No
7) Information request under Part 3 of the DA Rules

I agree to receive an information request if determined necessary for this development application

I do not agree to accept an information request for this development application

Note: By not agreeing to accept an information request I, the applicant, acknowledge:

 that this development application will be assessed and decided based on the information provided when making this development application and the assessment manager and any referral agencies relevant to the development application are not obligated under the DA Rules to accept any additional information provided by the applicant for the development application unless agreed to by the relevant parties.

• Part 3 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules.

Further advice about information requests is contained in the DA Forms Guide.

8) Are there any associated development applications or current approvals?			
 Yes – provide details below or include details in a schedule to this development application No 			
List of approval/development application	Reference	Date	Assessment manager
Approval Development application			
Approval Development application			

9) Has the portable long service leave levy been paid?			
Yes – a copy of the receipt	ted QLeave form is attached to this dev	velopment application	
No − I, the applicant will provide evidence that the portable long service leave levy has been paid before the assessment manager decides the development application. I acknowledge that the assessment manager may give a development approval only if I provide evidence that the portable long service leave levy has been paid			
Not applicable (e.g. building and construction work is less than \$150,000 excluding GST)			
Amount paid Date paid (dd/mm/yy) QLeave levy number (A, B or E)			
\$			

10) Is this development application in response to a show cause notice or required as a result of an enforcement notice?
 Yes – show cause or enforcement notice is attached No

application				
	on a place entered in the Quee Register . See the guidance pro development of a Queensland	ovided at <u>www.des.qld.gov.au</u> a		
Name of the heritage place:		Place ID:		

PART 4 – REFERRAL DETAILS

12) Does this development application include any building work aspects that have any referral requirements?

Yes – the *Referral checklist for building work* is attached to this development application
 No – proceed to Part 5

13) Has any referral agency provided a referral response for this development application?			
 Yes – referral response(s) received and listed below are attached to this development application No 			
Referral requirement	Referral agency	Date referral response	
Identify and describe any changes made to the proposed development application that was the subject of the referral response and this development application, or include details in a schedule to this development application <i>(if applicable)</i>			

PART 5 - BUILDING WORK DETAILS

14) Owner's details		
Tick if the applicant is also the owner and proceed to 15). Otherwise, provide the following information.		
Name(s) (individual or company full name)		
Contact name (applicable for companies)		
Postal address (P.O. Box or street address)		
Suburb		
State		

Postcode	
Country	
Contact number	
Email address (non-mandatory)	
Mobile number (non-mandatory)	
Fax number (non-mandatory)	

15) Builder's details

Tick if a builder has not yet been engaged to undertake the work and proceed to 16). Otherwise provide the following information.

Name(s) (individual or company full name)	
Contact name (applicable for companies)	
QBCC licence or owner – builder number	
Postal address (P.O. Box or street address)	
Suburb	
State	
Postcode	
Contact number	
Email address (non-mandatory)	
Mobile number (non-mandatory)	
Fax number (non-mandatory)	

16) Provide details about the pro	pposed building work		
What type of approval is being s	sought?		
Development permit			
Preliminary approval			
b) What is the level of assessme	ent?		
Code assessment			
Impact assessment (requires p	ublic notification)		
c) Nature of the proposed building	ng work (tick all applicable bo	xes)	
New building or structure		🗌 Repairs, alt	erations or additions
Change of building classifica	tion (involving building work)	🗌 Swimming (bool and/or pool fence
Demolition		Relocation	or removal
d) Provide a description of the w	ork below or in an attached s	chedule.	
e) Proposed construction materi	als		
	Double brick	Steel	Curtain glass
External walls	Brick veneer	Timber	Aluminium
	Stone/concrete	Fibre cement	Other
Frame	Timber	Steel	Aluminium
	Other		
Floor	Concrete	Timber	Other
Poof covoring	Slate/concrete	Tiles	Fibre cement
Roof covering	Aluminium	Steel	Other
f) Existing building use/classifica	ation? (if applicable)		

g) New building use/classification? (if applicable)

h) Relevant plans

Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see <u>DA Forms Guide:</u> <u>Relevant plans</u>.

Relevant plans of the proposed works are attached to the development application

17) What is the monetary value of the proposed building work?

\$

18) Has Queensland Home Warranty Scheme Insurance been paid?		
Yes – provide details below		
No		
Amount paid	Date paid (dd/mm/yy)	Reference number
\$		

PART 6 – CHECKLIST AND APPLICANT DECLARATION

19) Development application checklist	
The relevant parts of Form 2 – Building work details have been completed	Yes
This development application includes a material change of use, reconfiguring a lot or operational work and is accompanied by a completed <i>Form 1 – Development application details</i>	☐ Yes ☐ Not applicable
Relevant plans of the development are attached to this development application Note : Relevant plans are required to be submitted for all aspects of this development application. For further information, see <u>DA Forms Guide: Relevant plans</u> .	Yes
The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (<i>see 9</i>)	Yes Not applicable

20) Applicant declaration

By making this development application, I declare that all information in this development application is true and correct

☐ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the assessment manager and any referral agency for the development application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001 Note: It is unlawful to intentionally provide false or misleading information.*

Privacy – Personal information collected in this form will be used by the assessment manager and/or chosen assessment manager, any referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the development application. All information relating to this development application may be available for inspection and purchase, and/or

published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, Planning Regulation 2017 and the DA Rules except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the Planning Regulation 2017, and the access rules made under the *Planning Act 2016* and Planning Regulation 2017; or
- required by other legislation (including the Right to Information Act 2009); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002.*

PART 7 – FOR COMPLETION BY THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY

Date received: Reference	numbers:	
For completion by the building certifier		
Classification(s) of approved building work		
	-	
Name	QBCC Certification Licence	QBCC Insurance receipt
	number	number

Notification of engagement of alternative assessment manager	
Prescribed assessment manager	
Name of chosen assessment manager	
Date chosen assessment manager engaged	
Contact number of chosen assessment manager	
Relevant licence number(s) of chosen assessment	
manager	

Additional information required by the local government			
Confirm proposed construction r	materials:		
	Double brick	Steel	Curtain glass
External walls	Brick veneer	Timber	Aluminium
	Stone/concrete	Fibre cement	Other
Frame	Timber	Steel	Aluminium
Гаше	Other		
Floor	Concrete	Timber	Other
Poof opvoring	Slate/concrete	🗌 Tiles	Fibre cement
Roof covering	Aluminium	Steel	Other

QLeave notification and payment Note: For completion by assessment manager if applicable	
Description of the work	
QLeave project number	
Amount paid (\$)	Date paid (dd/mm/yy)
Date receipted form sighted by assessment mai	nager
Name of officer who sighted the form	

Additional building details required for the Australian Bureau of Statistics			
Existing building use/classified	cation? (if applicable)		
New building use/classification?			
Site area (m ²)		Floor area (m ²)	



Preliminary Removal Building Application Form Class 1 & 10

Request for Advice & Preliminary Decision

This is required to determine the amount of security bond required and the suitability of the structure to be relocated to the proposed site. DA Form 2 to be submitted with this form.

SECTION 1 - APPLICANT D	ETAILS	
Applicant name:		
Postal Address:		
Contact:	Phone:	Email:

I/We hereby request an assessment and advice on the existing building which is proposed to be relocated within the Scenic Rim Regional Council area. It is also requested that Council advise the amount of security bond which will be required. The security bond is required prior to the issue of a Decision Notice for building work and prior to issuing a Plumbing and Drainage Compliance Permit.

Signature:

Date:

IMPORTANT NOTICE - Privacy Statement

Scenic Rim Regional Council is collecting your personal information in accordance with the *Planning Regulation 2017* in order to assess the building removal application. The information will only be accessed by Scenic Rim Regional Council for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission or we are required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

SECTION 2 - LOCATION OF EXISTING BUILDING		
Property Address:		
Legal Description:	Lot:	Plan:
Contact Name for Access:		Contact Number:
SECTION 2 - PROPOSED SI WHICH APPLIES)	TE ADDRESS - PROPOSED USE C	OF BUILDING/DWELLING/SHED/ADDITIONS (CIRCLE
Property Address:		
Legal Description:	Lot:	Plan:
Owners Name:		

This advice will include some conditions which will form part of the subsequent formal development application under the *Planning Act 2016*.

The applicant is required to provide:

- 1. A site plan showing building envelopes, easements, proposed building and all other buildings on site and any other relevant objects e.g. dams, bores and gullies, cut and fill.
- 2. A floor plan indicating facility to be provided in relocated building, elevations.
- 3. Method of disposal of effluent and indicate on site plan proposed land application area i.e. disposal area.

TO SUBMIT YOUR FORM TO COUNCIL		
Mail:	Scenic Rim Regional Council PO	Box 25 BEAUDESERT QLD 4285
Customer Contact Centres:	Beaudesert Boonah Customer Tamborine Library	82 Brisbane Street Beaudesert 70 High Street Boonah Cnr Main St & Yuulong Road Tamborine Mountain
Phone: 07 5540 5111	Email: mail@scenicrim.qld.gov.au	



FACT SHEET

ASBESTOS REMOVAL

Asbestos was extensively used in building materials across Australia from the 1940s until it was banned in the 1980s. Asbestos becomes a health hazard when fibres of a breathable size become airborne and are then inhaled.

Harmful impacts on health include lung cancer, lung scarring that impairs breathing, lung cancer, and diseases that affect the lung linings. Building with asbestos was banned in the 1980s, but some materials may have been used in later construction.

This fact sheet contains basic information only. Before working with asbestos, contact Workplace Health and Safety.

Types of asbestos

There are two main types of materials containing asbestos that are used in building: friable (loose) asbestos; and bonded (non-friable) asbestos.

Friable (loose) asbestos

Friable asbestos is any asbestos-containing material that, when dry, can be easily crumbled by hand.

Common examples of friable asbestos are acoustic ceilings and tiles, many types of plasters, wallboard, sprayed asbestos insulation, and pipe and boiler insulation.

Sweeping, dusting or using a household vacuum will make these fibres airborne. This type of asbestos can only be removed by a person holding an 'A Class' licence (see below).

Bonded (non-friable) asbestos

Bonded asbestos contains a binder or hardening agent such as cement, asphalt or vinyl and is difficult to damage by hand.

Common examples of bonded asbestos are asphalt roofing shingles, vinyl asbestos floor tiles, asbestoscement sheets (fibro), and electrical switchboards.

Licences required to remove asbestos

Removing asbestos is licensed by Workplace Health and Safety. A person removing more than 10m² of asbestos must have an 'A Class' or 'B Class' licence:

- 'A' Class Licence is required to remove loose (friable) asbestos; holders do not require a 'B' class licence
- 'B' Class Licence is required to remove 10m² or more of bonded asbestos
- Removing less than 10m² does not require a licence, but safety precautions are essential

Environmental tips

Play it safe with asbestos, for everyone's sake:

- Don't store or reuse any asbestos materials you have removed
- Don't dispose of asbestos waste in a domestic rubbish bin or skip or council waste collections
- Don't dump asbestos waste in the environment fines apply

Useful contacts

- Queensland Building and Construction Commission (QBCC) Ph: 139 333 Web: www.qbcc.qld.gov.au
- Workplace Health and Safety Ph: 1300 362 128
 Web: www.worksafe.gld.gov.au
- Asbestos Industry Association Ph: 07 3870 5561 Web: www.asbestosindustry.asn.au
- National Association of Testing Authorities (NATA) Ph: 1800 621 666 Web: www.nata.com.au/nata/contact-nata/ contact-us
- Asbestos & You Web: www.asbestosandyou.com.au

Need more information?

Contact Workplace Health and Safety for more information on working with asbestos.

If you need information about licensing for associated building work, call QBCC on 139 333 or visit www.qbcc.qld.gov.au.

FACT SHEET

Classification of Buildings & Structures

Principles of Classification

The classification of buildings and structures or part of a building is determined by the purpose for which it is designed, constructed or adapted to be used. There are essentially 10 building classifications nominated in the Building Code of Australia (BCA). Each part of a building must be classified separately.

Domestic Buildings and Structures (Ref: Volume 2 of the Building Code of Australia)

- **Class 1a** a detached house or one of a group of two or more dwellings separated by a fire resisting wall, including a row house, terrace house, town house or villa unit.
- Class 1b a boarding house, guest house, hostel or the like with a total area not exceeding 300m²; and in which not more than 12 persons would ordinarily be resident, which is not located above or below another dwelling or another class of building other than a private garage.
- **Class 10a** a non-habitable building being a private garage, carport, shed or the like.
- **Class 10b** a structure being a fence mast, antenna or the like, retaining or free standing wall, swimming pool or the like.

Commercial and Industrial Buildings

- Class 2 a building containing 2 or more sole occupancy units each being a separate dwelling.
- Class 3 a residential building, other than a building of Class 1 or 2, which is a common place of long term transient living for a number

of unrelated persons including – a boarding house, guest house, hostel, lodging house, back-packers accommodation; or the residential part of a hotel or motel; or the residential part of a school; or accommodation for the aged or children or people with disabilities; or the residential part of a health-care building that accommodates members of staff; or a residential part of a detention centre.

- **Class 4** a dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building.
- **Class 5** an office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8, 9.
- Class 6 shop or other building used for the sale of goods by retail or the supply of services direct to the public, including – an eating room, café, restaurant, milk of soft drink bar; or a dining room, bar, shop or kiosk part of a hotel or motel; or a hairdresser or barber shop; public laundry or undertakers establishment; or market or sale room, showroom or service station.
- **Class 7a** a building which is a carpark.
- **Class 7b** a building which is for storage, or display of goods for sale by wholesale.
- **Class 8** a laboratory or a building in which handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade sale or gain.
- **Class 9a** a building of a public nature being a health care building, including those parts of the building set aside as a laboratory.
- Class 9b a building of a public nature being an assembly building, including a trade workshop, laboratory or the like in a primary or secondary school, but excluding any parts of the building that are of another Class.
- **Class 9c** a building of a public nature being an aged care building.



scenicrim.qld.gov.au

Important:

A building or structure that cannot be given a BCA classification shall be classified as a "Special Structure"

Typical classifications for domestic buildings/structures

DESCRIPTION	CLASSIFICATION
Additions/alterations to a dwelling	1a
Awning attached to a storage shed	10a
Cubby house	10a
Carport (whether free standing, or attached to another building)	10a
Deck (attached)	10a
Dwelling house (whether new, or a removal dwelling, or a relocatable dwelling)	1a
Flag pole	10b
Fence	10b
Garage	10a
Gazebo	10a
Green house/shade house or similar	10a
Patio – permeable roof cover (whether attached or free standing)	10a
Pergola – impermeable roof cover (whether attached or free standing)	10a
Pontoon	10b
Retaining wall	10b
Storage Shed	10a
Swimming pool/spa	10b
Screening wall	10b
Shade sail (free standing)	10a
Shipping container used for storage (placed on a residential property for more than 30 days)	10a
Stable/animal accommodation	10a
Utility room or similar habitable area whether within a storage shed or as a detached "stand- alone building"	1a