

BUILDING INFORMATION PACK

CLASS 1 BUILDINGS (inc. dwellings and alterations/additions)

CLASS 10 BUILDINGS (inc. sheds, garage, carport, pergolas & verandahs)

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- DA Form 2 (Building Applications)

Note – the most current version of Form 2 is to be submitted to Council. A link to the current version is available on Council's website or on the Queensland Government website at www.business.qld.gov.au and search for building forms.

Fee Schedules

- Building and Plumbing Fees & Charges (Health, Building & Environment)
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- Fact Sheet - Asbestos Removal
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To submit your form to Council

- **Via Email** - mail@scenicrim.qld.gov.au
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	82 Brisbane Street, Beaudesert
Boonah Customer Service Centre	70 High Street, Boonah
Tamborine Library & Customer Service	Cnr Main St & Yuulong Rd, Tamborine Mountain
- **Contact Council:**
Phone: 07 5540 5111
Fax: 07 5540 5103
Email: mail@scenicrim.qld.gov.au

CHECKLIST

Class 1 and Class 10 Structures

- ☐ **DA Form 2 completed** – A link to the current version is available on Council's website or on the Queensland Government website.
- ☐ **Application fees**
- ☐ **One (1) complete set of the following:**
 - ☐ **Site Plan (scale 1:200)**
 - ☐ **Construction Plans** (Building Application Guidelines have exact details)
 - Each plan to be signed by a person licenced to draw plans and to include their licenced number; or
 - A signed letter by the licenced person referencing the relevant plans.
 - ☐ **Footing/Slab Design**
 - Certified by a Registered Professional Engineer of Qld (RPEQ).
 - ☐ **Soil Report**
 - For alterations/additions to Class 1: Soil Report is required if the original dwelling application date exceeds 10 years. If original dwelling is within the previous 10 year period, referral may be made to the dwelling file.
 - For Class 10: Soil report not required for a standard steel engineered designed shed/carport less than 150m².
 - ☐ **Contour Plan**
 - Class 1 - Contours to encompass an area of 3 metres beyond building platform earth works.
 - ☐ **Energy Efficiency Report**
 - Class 1 - Completed by a licenced person.
- ☐ **Queensland Building Construction Commission (QBCC) – in the following circumstances:**
 - ☐ If using a licenced builder and value of work over \$3,300 – QBCC Confirmation of Insurance.
 - ☐ If owner builder and value of work over \$11,000 – a course needs to be completed to receive the Owner Builder Permit.
Note: Any queries in relation to the Owner Builder Permit/Course should be directed to Queensland Building Construction Commission (www.qbcc.qld.gov.au – phone 139 333).
- ☐ **Portable Long Service Levy**
 - If value of work over \$150,000, forms at Australia Post.
- ☐ **If a Shed is over 150m²**
 - A letter to Council specifying the intended use of the shed.
- ☐ **If structure has plumbing fixtures installed, a plumbing application is required.**
 - Refer to Plumbing Checklist

Note: All structures under a separate roof line require a separate application.

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

BUILDING APPLICATION GUIDELINES

How to Lodge a Building Application

The guidelines below outline the requirements of a properly made building application.

Before commencing building work a permit must be obtained. Council's building section can assist with building applications and assessment for class 1 (dwelling) and class 10 (shed) where they are lodged with Council. Construction work within Queensland is regulated within the requirements of the *Building Act 1975* and the *Planning Act 2016*.

With few exceptions, all construction work on private land requires a building permit and in each case DA Form 2 must be completed and lodged together with appropriate plans, reports and fees.

When a permit is obtained through Council, a condition of approval is that Council must be notified at relevant stages of the work in order that inspections can be carried out. Such inspections are designed to assist Council in ensuring that building work within the local authority complies with the Building Code of Australia.

Applications can be lodged with Council either via email at mail@scenicrim.qld.gov.au or mailed to Scenic Rim Regional Council, PO Box 25, Beaudesert Qld 4285.

Applications lodged via email should be scanned separately into a PDF format e.g. Form 2, construction plans, individual reports such as soil report, energy efficiency etc.

Processing of Applications

In order to enable applications to be processed within the required time frames, it is essential for the application to be completed in content and correct in detail. Should deficiencies be found in the application, an information request will be forwarded to the applicant requesting they provide additional information to satisfy the assessment requirements for the application.

IMPORTANT NOTICE: PRIVACY STATEMENT

Any personal information that Scenic Rim Regional Council collects throughout an application process is in accordance with the *Planning Act 2016*, *Building Act 1975* in order to assess the application. The information will only be accessed by Scenic Rim Regional Council for Council business related activities only. Your personal information is handled in accordance with the *Information Privacy Act 2009* and your information will not be given to any other person or agency unless you have given us permission or we are required by law.

1. REQUIRED DOCUMENTS FOR BUILDING APPLICATIONS

The *Building Act 1975* and Queensland Building Construction Commission Act require all building plans to be prepared by a licensed draftsman, architect or a Registered Professional Engineer of Queensland (RPEQ). The plans must be signed by the designer and his licence number marked on them. The only exception to this rule is for plans drawn by a licensed builder for work they are constructing themselves.

Class 1a - Dwelling including alterations and additions

- a) Completed application DA Form 2.
- b) Fees (see separate schedule of current fees).
- c) One (1) copy of a site plan are required. Site plan needs to show clearly all boundaries and dimensions of the site, all existing buildings, location of proposed building giving distance from boundaries, all easements, building envelopes, dams, bores, sewer lines and storm water drainage, tanks, cut and fill and retaining walls.
- d) One (1) copy of a contour plan indicating relative levels of the site, the floor level of the dwelling, any excavation works and retaining walls. The contour plan is required regardless of the slope but with larger allotments only in the vicinity of the work. The plan must be suitable for the purpose of Council assessing dispersal of stormwater run-off, suitability of effluent disposal systems and likelihood of slope stability requirements.
- e) One (1) copy of construction plans to include dimensioned floor plans with window sizes, all external elevations, typical sections showing construction methods, tie down schedule, wall bracing schedule, complete material schedule, location of all smoke alarms, details of energy efficiency and certification, downpipe location to be marked on the floor / roof plan.
- f) Original soil report and design for footing/slab certified by RPEQ - this applies for all types of dwellings.
- g) Provide confirmation of insurance from Queensland Building and Construction Commission (QBCC) insurance (if applicable). See Item 7.
- h) Evidence of Q-Leave. See item 7.
- i) Wind speed rating to be determined by the building designer.
- j) For crossover access provisions contact Infrastructure Services on (07) 5540 5111. Note – Plan presentation – plans preferably on A3 size paper and drawing thereon are to be produced to scale, general details not less 1:100, detailed sections 1:20.

Class 1 and 10 Removal Structures

A separate process applies to Removal Structures. Please refer to the "Building Preliminary Removal Dwelling Information Pack" available on Council's website.

Class 10a - Garages, carports, sheds, attached roof pergola, patios

- a) Completed application DA Form 2.
- b) Fees (see separate schedule of current fees).
- c) One (1) copy of a site plan are required. Site plan needs to show clearly all boundaries and dimensions of the site, all existing buildings, location of proposed building giving distance from boundaries, all easements, building envelopes, dams, bores, sewer lines and storm water drainage, tank, cut and fill, retaining walls.
- d) One (1) copy of construction plans to include dimensioned floor plans with window sizes, all external elevations, typical sections showing construction methods, tie down, wall bracing, footing/slab design, proprietor and special design to be signed by RPEQ.
- e) Provide confirmation of insurance from Queensland Building and Construction Commission (QBCC) insurance (if applicable). See Item 7.
- f) Evidence of Q-Leave. See item 7.
- g) A letter specifying the intended use of the shed if over 150m². Sheds shall not be used for any commercial or industrial purposes, which are not ancillary to the bonafide occupation or use of the subject site.

Class 10b - Swimming Pool/Spa and Fencing

- a) Completed application DA Form 2.
- b) Fees (see separate schedule of current fees).
- c) One (1) copy of a site plan are required. Site plan needs to show clearly all boundaries and dimensions of the site, all existing buildings, location of proposed swimming pool/spa and fencing with distances from boundaries and any easements and existing buildings.
- d) One (1) copy of construction plans to include dimensions of pool/spa, typical sections and Structural details certified by a Registered Professional Engineer of Queensland, pump and filtration details and fencing details.
- e) For additional information go to the QBCC website at www.qbcc.qld.gov.au/home-building-owners/pool-safety

Class 10b - Retaining Walls, Masts, Antennas, Advertising Signs, etc.

- a) Completed application DA Form 2.
- b) Fees (see separate schedule of current fees).
- c) One (1) copy of a site plan are required. Site plan needs to show clearly all boundaries and dimensions of the site, all existing buildings, location of proposed swimming pool/spa and fencing with distances from boundaries and any easements and existing buildings.
- d) One (1) copy of construction plans to include dimensions of pool/spa, typical sections and Structural details certified by a Registered Professional Engineer of Queensland, pump and filtration details and fencing details.

Building Siting Variation Requirements (Class 1 and 10)

- a) Completed application DA Form 2.
- b) Fees (see separate schedule of current fees).
- c) One (1) copy of a site plan are required. Site plan needs to show clearly all boundaries and dimensions of the site, all existing buildings, location of proposed building giving distance from boundaries, all easements, building envelopes, dams, bores, sewer lines and storm water drainage, tank, cut and fill, retaining walls. Letter requesting variation.
- d) Siting requirements are regulated by the Queensland Development Code, Development Control Plans and/or Planning Schemes.
- e) **Building envelopes** designated for specific allotments with subdivision approval may dictate the siting requirements and general siting of structures these plans are available from Council at a prescribed fee. Contact Council's Planning section on 07 5540 5111.

Commercial/Industrial Applications

Council has limited capacity to receive and assess Commercial/Industrial building applications therefore Council recommends you lodge the application with a Private Certifier.

2. FLOOD AFFECTED BLOCKS

Building applications for structures on flood affected lots is referred to Council's Infrastructure Services Department for assessment on 07 5540 5111. Floor level of a flood affected lot will be determined by Queensland Development Code Part 3.5. Approval may not be given or given with specific conditions, where it is determined that the site could be adversely affected by general or localized flooding.

3. UNSTABLE SLOPES

Where Council's Planning section overlays indicates that a proposed building site could be affected by unstable ground, a geotechnical engineer's slope stability report will be required to assist Council in a decision.

4. WIND RATING

Buildings have to be designed to withstand anticipated wind velocities as outlined in Australian Standards and generally Council confirms the rating used by the designers. An engineer may be engaged to determine the appropriate design wind speed or alternatively.

5. CERTIFICATION OF STRUCTURAL DESIGN BY REGISTERED ENGINEER

This is required where the structure is not covered by accredited manuals and applies for example to most steel and concrete structures, large retaining walls and extreme wind classifications. Manufacturers of steel sheds and garages will usually be able to provide this for their applications. This design also needs to cover the design for footing and slab.

6. PLANNING PROVISIONS

Building applications may be referred to Council's Planning Department.

7. QUEENSLAND BUILDING AND CONSTRUCTION COMMISSION (QBCC)

Building Insurance

Where a registered builder or carpenter is engaged, QBCC insurance may need to be paid. Contact the QBCC on 139 333 to obtain further information.

Owner Building Courses

Where an Owner Builder permit is required, an Owner Builder Course may need to be completed. Contact the QBCC on 139 333 to obtain further information.

Q-Leave Levy

Q-Leave levy may be payable if the cost of the work exceeds amount determined by QBCC. Contact the QBCC on 139 333 to obtain further information.

8. RETAINING WALLS

A retaining wall may require a building application. Where retaining wall is associated to a house slab, construction detail needs to be shown on footing/slab design.

9. SIGNS

A building application (including certification by a Registered Professional Engineer of Queensland) is also required. License applications should be made to Council's Health, Building & Environment Section on (07) 5540 5111.

10. LIVING ON SITE

A permit is required from Council's Health, Building and Environment section for a limited period while building work is in progress. For further details contact Council on (07) 5540 5111.

11. EXISTING STRUCTURES WITHOUT APPROVAL

Building applications are required to be submitted to Council or a Private Certifier to allow existing structures to remain. Relevant application forms and plans need to be supplied – refer to section 1 above. Planning referral may also be applicable.

12. BUILDING AND PLUMBING INFORMATION PACKS

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

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

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 DA Forms Guide: Relevant plans .	
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).	



Queensland
Government

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 [DA Forms Guide](#)

- ☐ 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

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 receipted QLeave form is attached to this development 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

11) Identify any of the following further legislative requirements that apply to any aspect of this development application

- ☐ The proposed development is on a place entered in the **Queensland Heritage Register** or in a local government's **Local Heritage Register**. See the guidance provided at www.des.qld.gov.au about the requirements in relation to the development of a Queensland heritage place

Name of the heritage place:		Place ID:	
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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 (if applicable)

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 <i>(non-mandatory)</i>	
Mobile number <i>(non-mandatory)</i>	
Fax number <i>(non-mandatory)</i>	

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

16) Provide details about the proposed building work

What type of approval is being sought?

- ☐ Development permit
☐ Preliminary approval

b) What is the level of assessment?

- ☐ Code assessment
☐ Impact assessment *(requires public notification)*

c) Nature of the proposed building work (tick all applicable boxes)

- | | |
|---|--|
| ☐ New building or structure | ☐ Repairs, alterations or additions |
| ☐ Change of building classification <i>(involving building work)</i> | ☐ Swimming pool and/or pool fence |
| ☐ Demolition | ☐ Relocation or removal |

d) Provide a description of the work below or in an attached schedule.

e) Proposed construction materials

External walls	☐ Double brick ☐ Brick veneer ☐ Stone/concrete	☐ Steel ☐ Timber ☐ Fibre cement	☐ Curtain glass ☐ Aluminium ☐ Other
Frame	☐ Timber ☐ Other	☐ Steel	☐ Aluminium
Floor	☐ Concrete	☐ Timber	☐ Other
Roof covering	☐ Slate/concrete ☐ Aluminium	☐ Tiles ☐ Steel	☐ Fibre cement ☐ Other

f) Existing building use/classification? *(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 DA Forms Guide: Relevant plans .
☐ 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 <i>Form 2 – Building work details</i> 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 DA Forms Guide: Relevant plans .	☐ Yes
The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (see 9)	☐ 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 <i>Electronic Transactions Act 2001</i>
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 <i>Planning Act 2016</i>, <i>Planning Regulation 2017</i> and the DA Rules except where: - such disclosure is in accordance with the provisions about public access to documents contained in the <i>Planning Act 2016</i> and the <i>Planning Regulation 2017</i>, and the access rules made under the <i>Planning Act 2016</i> and <i>Planning Regulation 2017</i>; or - required by other legislation (including the <i>Right to Information Act 2009</i>); or - otherwise required by law. This information may be stored in relevant databases. The information collected will be retained as required by the <i>Public Records Act 2002</i>.

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 number	QBCC Insurance receipt 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 materials:

External walls	☐ Double brick ☐ Brick veneer ☐ Stone/concrete	☐ Steel ☐ Timber ☐ Fibre cement	☐ Curtain glass ☐ Aluminium ☐ Other
Frame	☐ Timber ☐ Other	☐ Steel	☐ Aluminium
Floor	☐ Concrete	☐ Timber	☐ Other
Roof covering	☐ Slate/concrete ☐ Aluminium	☐ Tiles ☐ Steel	☐ Fibre cement ☐ 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 manager			
Name of officer who sighted the form			

Additional building details required for the Australian Bureau of Statistics

Existing building use/classification? (if applicable)			
New building use/classification?			
Site area (m ²)		Floor area (m ²)	

SCENIC RIM REGIONAL COUNCIL
2021-2022 Fees and Charges
Effective From 1 July 2021

DETAILS OF FEE/CHARGE	2021-2022 Fee (\$)	Section 97(2)	Details of Relevant Act	* G S T
<u>Building and Plumbing</u>				
Fees are calculated by floor area for enclosed structures and in doing so the floor area is taken to the outside of the enclosing walls. In these cases the nominal roof overhang (not exceeding 900mm) is not subject to fee calculation. Fees are calculated by either floor or roof area for open structures such as carports, shade structures, pergolas, decks, patios and the like. In these situations the roof overhang is included in the area calculations. Inspection as part of approval are current for 2 years from date of permit. All inspections after 2 years will be charged at the current rate at the time of inspection. Where an application involves a structure or circumstance which is not clearly defined in this schedule, Council's Building Certifier or nominee, may assess the particular fee based on the principle of cost recovery. All Building and Plumbing fees reflect the true cost to Council in providing these services. Class 2-9 (commercial) Building application lodged with Council will be charged an administration fee and cost recovery fee from the (Private Certifier)				
<u>Building and plumbing fee refund schedule</u> Building applications prior to assessment Full refund less lodgement fee and \$47.50 administration fee only Building applications information request stage 50% of assessment fee only Building applications with permits issued 25% of assessment fee only Building applications lapsed No refund Plumbing applications prior to assessment Full refund less archive fee and \$47.50 administration fee only Plumbing applications information request stage 55% of assessment and fixture fee only Plumbing applications with permits issued 40% of assessment and fixture fee only Plumbing applications lapsed No refund An inspection has been carried out No refund				
<u>Building Fees</u>				
* Document Lodgement Fee applicable in addition to this fee				
<u>Document Lodgement Fee</u>				
Electronic lodgement per application	283.00	(a)	Building Act 1975 s86(1c)	
Hard copy lodgement per application	314.00	(a)	Building Act 1975 s86(1c)	
<u>Class 1 Buildings</u>				
(Multiple dwelling or units, fees paid for each dwelling separately).				
Building Approval & Inspections (Plumbing & Drainage Fees - Refer to Separate Schedule)	1,966.00 *	(a)	Building Act 1975 s 51	*
These fees include assessment and two (2) mandatory inspections.				
Unless stated otherwise, scheduled fees allow for one (1) inspection for each mandatory stage by Council.				
Any re-inspections may attract an additional fee at rate current at the time of the inspection.				
<u>Alterations & Additions Class 1a</u>				
Patios, Pergolas & Verandahs	750.00 *	(a)	Building Act 1975 s 51	*
<u>Alterations & Additions to Class 1</u>				
Up to 100m ²	1,546.00 *	(a)	Building Act 1975 s 51	*
Over 100m ² (refer to new dwelling fee)				*
Minor Building Work:	621.00 *	(a)	Building Act 1975 s 51	*
This category includes work that is deemed minor in nature requiring a building permit. (e.g. construction of water tank not covered by another approval, alterations and additions not exceeding 30m ²) *				
<u>Removal Building / Preliminary Approval</u>				
Assessment photographs and reports to determine the amount of security required to ensure the building is reconstructed at the new site.	1,715.00	(a)	Planning Regulation 2017 Schedule 9	*
Scenic Rim Regional Council reserves the right to carry out inspections prior to removal and additional fees for associated costs for inspections will be calculated at time of application				
Security Bond/Bank Guarantee	Determined on Application	(a)	Planning Regulation 2017 Schedule 9	
To be lodged with Council prior to the issue of a Decision Notice for Building, Plumbing and Drainage Work to re-site the building. The Bond/Guarantee is to be sufficient to ensure compliance with the Building Act.				
<u>Removal Building</u>				
Building Permit	Refer to new application fee			
Request for extension of period for rebuilding of removal building	416.00	(e)	Building Act 1975 s71	
<u>Underpinning/Re-stumping</u>	805.00 *	(a)	Building Act 1975 s 51	*
<u>Class 10A Buildings (Domestic/Commercial/Industrial Garages/Sheds, Carports, Shade Sails, Additions)</u>				
Where building is totally engineer designed, and Form 15 issued by RPEQ only mandatory final inspection by Council.				
Up to 100m ²	613.00 *	(a)	Building Act 1975 s 51	*
Up to 150m ²	919.00 *	(a)	Building Act 1975 s 51	*
Over 150m ²	1,398.00 *	(a)	Building Act 1975 s 51	*
Timber framed, clay brick or concrete block garages/sheds mandatory Inspections				
Up to 100m ²	788.00 *	(a)	Building Act 1975 s 51	*
Up to 150m ²	1,201.00 *	(a)	Building Act 1975 s 51	*
Over 150m ²	1,653.00 *	(a)	Building Act 1975 s 51	*
<u>Class 10B Structures (ie, Masts, Antennas)</u>				
Domestic Use	546.00 *	(a)	Building Act 1975 s 51	*
Commercial	1,653.00 *	(a)	Building Act 1975 s 51	*

Fences, (other than Pool Fencing) Where separate to other Building Application and exceeding two metres in height (One inspection only) RPEQ design Form 15 and 16 issued	790.00 *	(a)	Building Act 1975 s 51	*
Retaining Wall (Over 1m in Height) Application Fee including ONE inspection. RPEQ design Form 15 and 16 issued	790.00 *	(a)	Building Act 1975 s 51	*
Swimming Pools / Spa Pools Swimming Pools, Spa Pools, including fencing Inspection of existing pool fence for compliance	783.00 * POA admin and private certifier costs	(a) (a)	Building Act 1975 s 51 Building Act 1975 s 246AH	*
Application for Exemption from Swimming Pool Fencing under Section 235 of Queensland Building Act 1975	1,747.00 *	(a)	Building Act 1975 s235	*
Re-inspection fee for pool fence compliance	POA admin and private certifier costs	(a)	Building Act 1975 s 246AH	
Advertising Signs Assessment and mandatory final inspection by Council only, per sign. RPEQ design Form 15 and 16 issued	674.00 *	(a)	Building Act 1975 s 51	*
Siting Variation Class 1 and 10 concurrent agent advice Under Queensland Development Code MP 1.1 and 1.2	851.00	(a)	Planning Regulation 2017 Schedule 9	
Amendments to Class 1 and 10 - Building with Council Approved Plans (Refers only to amendments during construction and prior to completion date of approval) Minor change to layout, eg mirror reverse/revised siting Substantial change to layout Major redesign	301.00 604.00 Refer to new application fee	(a) (a)	Building Act 1975 s 51 Building Act 1975 s 51	
Demolition or Removal of Building (Class 1 and 10) 'with SRRC being "Starting Council" Demolition Approval or removal from site (One final inspection).	570.00 *	(a)	Building Act 1975 s 51	
Class 2 to 9 Buildings, (Including alterations and additions). (Commercial, Industrial) Building Approval & Inspections (Plumbing & Drainage Fees - Refer to Separate Schedule) Tenancy Fit Outs (Shops & Offices) - No Structural Alterations to Building, Class 2-9 Special Structures - (no special Fire Services) per structure (i.e. Shade structures for farming activities)	POA admin and private certifier costs POA admin and private certifier costs POA admin and private certifier costs	(a) (a) (a)	Building Act 1975 s 51 Building Act 1975 s 51 Building Act 1975 s 51	*
Certificate of Classification - Class 2 to 9 Copy of existing Certificate of Classification If a certificate of classification is requested for an existing building approved by Council which does not have a certificate of classification, the cost is to be assessed by the Supervising Building Surveyor or nominee. - Minimum Charge plus associated costs	See copying fee and private certifier costs	(c) (e)	Planning Regulation Schedule 22 Building Act 1975 S111	*
Building compliance notice Residential Services (Accreditation) Act Up to 20 persons More than 20 persons	775.00 952.00	(e) (e)	Queensland Development Code 5.7 Queensland Development Code 5.7	
Search Fees Building/Plumbing approval & inspections record including register of notices	210.00	(e)	Planning Regulation Schedule 22; Plumbing & Drainage Act 2018 s155	
* Document Lodgement Fee applicable in addition to this fee				
Miscellaneous Single Inspection Fee Re-inspection of Building defects domestic Any single inspection not itemised elsewhere in this Schedule Property inspection to identify approved structures and provision of a report and advice on compliance for unapproved structures Visual inspection, buildings with permits issued and no plans available (ie: ONE (1) INSPECTION ONLY) Complete inspections where the Private Certifier has been disengaged (per inspection) Extending period of approvals fee (no lodgement fee required)	290.00 290.00 872.00 609.00 290.00 801.00	(e) (e) (e) (e) (e) (a)	Building Regulation 2006 s24 Building Regulation 2006 s24 Building Act 1975 Building Regulation 2006 s24 Building Act s145 Planning Act 2016 s86	
Scenic Rim Regional Council engagement after Form 22 issued by private certifier (Class 1 and 10 only) Administration fee (Inspection fee per site visit and aspect also payable under normal inspection fee and charge code) Issuing a new decision notice where Private Certifier has lapsed application and only a final inspection is required (Class 1 and 10 only) Local government referral agency listed in schedule 9 of the Planning Regulation 2017	401.00 1,112.00 * 416.00	(e) (a) (a)	Building Act s145 Building Act 1975 s51 Planning Regulation Schedule 9	
Extension of lapsing time for building development approval	416.00	(a)	Building Act 1975 s96	

House plans (subject to availability & number) **	114.00	(c)	Planning Act 2016 s264 s313
Copy of Class 2-9 plans (subject to availability & number - 6 pages) **	214.00	(c)	Planning Act 2016 s264 s313
Copy of As Constructed drainage plans 2-9 **	214.00	(c)	Plumbing & Drainage Act 2018 s155
- first 6 pages	Included with fee		
- every additional 6 pages	35.00	(c)	Planning Act 2016 s264 s313
Copy of Certificate of Classification (allow 5 working days) **	121.00	(c)	Planning Act 2016 s264 s313
Copy of As Constructed house drainage plan (domestic) for sewer and non-sewered areas if available **	68.00	(c)	Plumbing & Drainage Act 2018 s155
Copy of Soil report **	77.00	(c)	Planning Regulation 2017 Schedule 22
Copy of documents for PA and PDA - per page	15.00	(c)	Planning Act 2016 s264 s313; Plumbing & Drainage Act 2018 s155
** Note: Where information cannot be provided a \$47.50 administration fees will be charged with the balance of the fee refunded.			
Other Fees			
Application for decision on occupation of building other than class 1-4 for residential purposes	822.00	(a)	Building Act 1975 s67
Building Inspections carried out on behalf of Private certifiers (Class 1 and 10 only)	290.00	(e)	Building Regulations 2006 s20
Building Surveyor - single inspection fee	290.00		
* Document Lodgement Fee applicable in addition to this fee			

CREDIT CARD AUTHORISATION

CUSTOMER DETAILS

Cardholder's name			
Address			
Contact phone number (Business hours)			

CREDIT CARD INFORMATION

Credit card type	☐ Mastercard ☐ Visa		
Card number	_____/_____/_____/_____		
Expiry Date	____/____		
Amount	\$ _____		
Submitted by			Date

REASON FOR PAYMENT

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

IMPORTANT NOTICE - Privacy Statement

Scenic Rim Regional Council is collecting your personal information on this form in order to process your payment. 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*.

Council Use Only

Date received	Receipt #
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To submit your form to Council

CLICK HERE TO SUBMIT VIA EMAIL

	Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285	
	Beaudesert Customer Service Centre Boonah Customer Service Centre Tamborine Mountain Library & Customer Service	82 Brisbane Street, Beaudesert 70 High Street, Boonah Cnr Main St & Yuulong Rd, Tamborine Mountain
	(07) 5540 5111	 (07) 5540 5103  mail@scenicrim.qld.gov.au

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, asbestos-cement 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.qld.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.

CLASSIFICATION OF BUILDINGS AND 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 or 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 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.

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 house	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