

New Dwellings

Requirement Checklist and Information for Building Applications

- Complete a development application DA Form 2 for a building application.
- An appropriately qualified person will be required to provide the site investigation details and certify the design wind classification in accordance with AS 4055-2012 for the site.
- All housing building applications will require a certified soil test and footing / slab design.
- Extensions to dwellings will require the engineer to reassess the original design and provide detail and certification covering the extension. Restumping of a dwelling requires this process to be followed also.
- Professionally drafted plans showing author, QBCC licence number, plan reference and page numbers, are required with all applications.
- All steel frame construction requires engineer's certification as well as buildings of unusual design or that exceed the parameters of standard tables or codes.
- A truss layout, uplift values and tie-down recommendations from truss manufacturer together with details of significant tie down points.
- Documentation will be required that the owner is aware of the anti-termite measures used, their life and maintenance requirements.
- Certification by an accredited person that the design of the energy efficiency provisions complies with the BCA provisions.
- Certification by an appropriately experienced person in respect to design of buildings in bushfire prone areas.
- Queensland Building and Construction Commission (QBCC) requirements of:
 - Owner builders number, or
 - Evidence of insurance cover by the builder.
- QLeave form.
- Required Council fees must be paid when application is made.
- A properly made plumbing and drainage application must be made and approved prior to the building approval being issued in non-sewered areas.
- Where a Material Change of Use (MCU), building work against the Planning Scheme (BWAPS) planning approval or a planning regulation siting referral advice is required for the development; the MCU, BWAPS or siting approval must precede the approval of the building work.

Plans to show the following

- Site Plan
 - Adequate size to clearly dimension location of building in relation to other structures and property boundaries.
- Floor plans and elevations.
- Contour plan to a suitable scale.
Sewer drainage plan to a suitable scale.
- Bracing plan and calculations or be engineer certified.
 - Illustrations to include details of fixing to roof frame or external wall, and connection to floor.
- Tie-down specification including:
 - Drawn details, including species/stress grade
 - Specific detail of the job is required rather than general selection tables.
- Proposed termite prevention measures to be defined.
- Smoke detectors location and specification.
- BCA energy efficiency provisions are to be detailed.
- QDC MP4.1 Sustainable buildings provisions are specified.

New Dwellings

- Bush fire considerations are to be detailed.
- Retaining walls and other site structures.
- Detail of stormwater disposal suitable for the proposed site and should also detail run-off management from the site, prior to site stabilisation.
- Detail of design compliance with the QDC MP 1.4 for excavation and piling near sewers, storm water drains and water mains.

Building Permit Fees

Includes approval and inspection - current to 30/06/2022.

Archive / lodgement fee	\$280
New dwelling, up to 200 sq metres (includes four inspections)	\$1,112*
Exceeding 200 sq metres (includes four inspections)	\$1,199*
Enclosed, alterations, additions and restumping (includes two inspections)	\$532*
Minor alterations and additions, including new toilet additions, structural beam placement etc (includes one inspection).	\$313*
Re-inspection fee	\$168*
Written report on inspection	\$118*
Multiple dwellings (per unit)	\$794*
New prefabricated transportable dwelling assessment / approval (per design)	\$391*
Building inspections (per inspection, per unit)	\$168*
Referral agency performance siting assessment under the QDC and reg.	\$385
Amendment to existing approved plans (% of applicable original charge)	20%
Change of use of building, same fee as for class being sought as if it were new works.	

*includes GST if applicable

Design

All works are to comply with the *Planning Act 2016*, *Building Act 1975*, *Building Regulation 2021*, *Building Fire Safety Regulation 2008*, Housing Provisions of the Building Code of Australia Volume 2, the Queensland Development Code (QDC) and all other relevant standards and manufacturer's literature.

Siting requirements set within the above legislation and the planning scheme require to be interpreted by the designer or building certifier in conjunction with the landowner.

Considerations of issues may include such as:

- Distances from road frontages in the planning scheme and the building regulations
- Distances from side and rear boundaries
- Exceeding the 9.0 metre maximum length of elevation when within the 1.5 metre side and rear boundary setback
- Fire separation requirements between dwellings, outbuildings and boundaries
- Percentage of site coverage
- Discharge of storm water from the building and the re-direction of overland water flow
- Requirements for the maintenance of the building
- Support or retaining of building platform where cut or fill occurs
- Checking that buildings are not over easements, storm water, septic or sewerage infrastructure

New Dwellings

Issues listed below are set out in the housing provisions of the Building Code of Australia:

- Termite management proposals
- Minimum ceiling heights
- Facilities to be provided e.g. kitchen, vanity, bath/shower, laundry tub and toilet
- Light and ventilation requirements
- Stormwater design calculations details
- Damp proofing and weep holes
- Location of hardwired/interconnected smoke alarms
- Bushfire protection measures
- Fire separation
- Sound transmission
- Energy efficiency provisions

These details need to be documented in the design presentation:

- Council specific requirements in relation to floor heights include:
 - a) The minimum stump height for a dwelling shall be 450mm above ground level.
 - b) Minimum slab height for a dwelling slab shall be 225mm above ground level to allow for in-slab drainage.
- Floor heights for habitable areas are to be:
 - a) At all locations in the flood study across Fernvale / Lowood, a minimum freeboard of 500mm above the highest combination of (i) the 100 year ARI (average recurrence interval) for the areas impacted by the Brisbane River, and (ii) the 100 year ARI for the areas impacted by local flooding, or
 - b) Elsewhere throughout the region, a minimum of 300mm above any previous flood level. It is the owner's responsibility to provide evidence of flood heights where any doubt exists.

Somerset Region Planning Scheme

Version 4 of the Somerset Region Planning Scheme commenced on 2 November 2020. Planning scheme overlays may affect the land where a house is proposed and therefore may change the level of assessment and therefore trigger a planning application. Each proposal requires individual assessment and enquiries should be made to the Planning Section. The Planning Scheme, maps and overlays are available on the Council's web site under eServices.

Required Documents for Dwelling Final Inspections

- Survey certificates
- Engineer's certificates on inspection of footings, slabs and frame
- Termite treatment:
 - Slab penetrations and perimeter installation certificate
 - Perimeter chemical application certificates
- Glazing supplier's certification (windows, doors, shower screens)
- Wet area installation certification
- Truss supplier's certification
- Electrical and smoke alarm installation certificate
- Evidence of insulation installation
- Tilers installation
- Separating-wall construction
- As-constructed drawings

New Dwellings

Inspections during construction

Inspections are paid for as part of the building application; however additional inspections will attract additional payment. The Council certifiers wish to perform the inspections that have been paid for, even if an engineer inspects certain aspects of construction by prior arrangement. There are other aspects of the building project for which the Council certifier is required to inspect including that the works are located and prepared satisfactorily before concrete is poured or structural works are covered up.

The stages of construction requiring inspections by the Council's inspectors are listed in the approval decision notice but normally occur at the following stages:

- With reinforcing steel in place before concrete is poured in bored piers or footings, and
- before slabs are poured, and
- if concrete block walls and retaining walls are to be core filled, before they are filled, and
- framing of the building before cladding is applied to see bracing and tie down, and
- any fire-wall construction before concealment, and
- at the completion of building works.

The plumbing and drainage installations associated with a dwelling are required to be completed before the final certificate (Form 21) is issued. Where the dwelling was the subject of a planning approval, all conditions of approval of the MCU development approval are required to be completed as specified.

Inspection times are to be arranged with the building department (07) 5424 4000, and at least 24 hours notice must be given when booking inspections. Be sure to have the permit number, owner's name and site details ready when calling.

Disclaimer

The information contained in this handout has been prepared with due care. This handout is offered only for the purpose of providing useful information to assist those interested in lodging a building application. Whilst every effort has been made to ensure that this handout is in accordance with current regulations, it is not intended as an exhaustive statement of all relevant data, and no responsibility is accepted for errors in, or omissions from this handout.

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