

Private Certifier's Electronic Document Archival with Local Government

- Somerset Regional Council require electronic lodgement of privately certified building work documents being archived to mail@somerset.qld.gov.au.
- Council's staff will then send you a specific payment reference number and the fee required for each lodgement. (Please do not reuse these reference numbers for other lodgements or other payments.)
- If you have not received acknowledgement, then the required lodgement of documents may have failed, and further actions may be necessary to ensure a successful lodgement for the client.

Planning Scheme Advice

As part of the statutory functions associated with issuance of a building approval it is necessary to ensure the compliance of the proposed land use under the planning scheme. The planning scheme is available on this web site and the eService's portal also can be of assistance. Pre-lodgement conferences with the planning staff perform desirable and helpful functions in assisting the smooth passage of a properly made application for a Material Change of Use (MCU) or for Building Works against the Planning Scheme (BWAPS) applications. You can discuss the land use proposed against the codes and overlays which may be relevant with Council's planning officers.

Some of the planning scheme zones have building setback requirements which override the general Queensland Development Code (QDC) siting requirements. The SRC planning scheme for the Rural Zone has a 15 metre setback to all boundaries, and the Rural Residential, Park Residential and Emerging Community zones have a 10 metre setback to all boundaries. Proposed buildings closer than these distances will require to obtain an approval of the site variation or relaxation prior to the building approval.

Proposed sheds on a property that do not have an approval for a dwelling will also require a planning approval prior the building approval. Please refer your inquiries about these matters to the planning officers.

Form 19 - The format of the Form 19 has been predetermined and the information responses reflect that format in total. If specific information not included in the set format is required, then additional requests should be included with the application. Form 19 requests are to be ordered using the property search application form.

As-constructed sewer/house drain plans are available from the plumbing department.

Property Searches and Planning Certificates can also be requested on the 'Application Form - Council Searches'. The fees and the detail of information provided under each request is listed on the reverse of that form.

Water and Sewer Mains

Building works encroaching a sewer or water main. Contact Urban Utilities on 132 657.

Removal Dwelling LG Referral for Amenity and Aesthetics

- Removal dwelling performance bonds have been discontinued in Somerset Region.
- Refer to info sheet about removal dwellings and the 'Application for Removal Pre-Inspection'
- **Demolition or Removal - LG Referral**
- Bonds on site clean-up of demolitions have been discontinued in Somerset Region.
- Refer to separate info sheet about demolition or removal of a building.

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.

Persons making decisions with financial or legal implications must not rely upon this handout for the purpose of determining whether any particular facts or circumstances exist and the Somerset Regional Council (and its officers and agents) expressly disclaim responsibility for any loss or damage suffered as a result of placing reliance upon this information.