



GUIDE FOR BUILDING WORK APPLICATIONS

Dwellings & Extensions to Dwellings

BUILDING APPLICATION

- IDAS Form 1 – is required for ALL applications and gives the address and description of the project. This form needs to be signed by the applicant and it is advisable to have forms etc. signed by the owner/s of the land.
- IDAS Form 2 – is required for ALL building applications. It lists the materials used, the size and value of the project, and the builders details etc.

PLUMBING APPLICATION

- Plumbing Compliance Application form 1 – is required for ALL plumbing applications. The applicant is required to list the number of plumbing fixtures, water connection requirements, sanitary drainage requirements and the plumber and drainers details etc.
- Site plan
- Floor plan
- Drainage plan

DRAWING REQUIREMENTS

- Indicate the name and license or registration no. of the person who prepared the plans; or if drawn by the owner, the owner's name and signature
- Indicate North
- Be dated

SITE PLAN

The site plan as a general rule should be drawn to a scale of 1:200 and show the following information:

- a) The property boundaries (obtained from the Registered Survey Plan available from the Department of Natural Resources. Phone Cairns office 42225480 or online <http://www.derm.qld.gov.au/property/mapping/blinmap/index.html>)
- b) Details and locations of any easements within the property (shown on the Registered Survey Plan and/or from a deed title search)
- c) The outline of all existing buildings and structures on the property
- d) Distances from the outer most protection of the proposed building work to all boundaries and any existing buildings
- e) North point direction

PLANS AND SPECIFICATIONS

- a) The structural plans should be drawn to a minimum scale of 1:100 with measurements clearly marked and be designed for C2 wind classification. Construction details should be drawn to a larger scale showing all details
- b) A floor plan of each level showing dimensions of the building works as well as proposed plumbing fixtures
- c) All elevations showing finished floor levels and surface levels
- d) Sufficient sections and details to show all structural members, their material and type



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- e) Bracing calculations for each level showing the value of bracing required in both directions, and the locations and types of bracing walls to be installed to achieve these values
- f) The slab/footing plan and details showing the sizes and relevant reinforcement design – engineer approved
- g) Timber framing details for walls/floors indicating member types, strength grades, sizes and spacings
- h) Concrete masonry wall details indicating reinforcement size and locations/spacing
- i) Tie down connections and details
- j) Energy efficiency
- k) Smoke alarm locations
- l) Location of downpipes
- m) For additions or alterations clear delineation of proposed work in relation to existing building or structure
- n) Height of the building or structure in relation to the natural ground level
- o) Copies of roof truss plan showing roofing truss details, spacing, roof bracing, truss identification numbers and associated uplift report
- p) Sustainability details complying with part MP4.1 of Queensland Development Code (QDC) for both electrical and plumbing

SOIL TEST

- A soil investigation report must be provided with any application for a new dwelling or extension to a dwelling.

TERMITE/PEST CONTROL

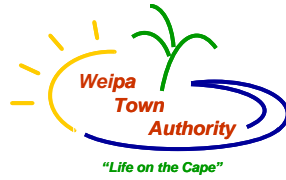
- If the proposed building work contains materials susceptible to termite attack or is abutting an existing building and breaches the existing barrier, a recognised form of termite control system will be required. Please notify Weipa Town Authority of the proposed termite management system at the time of application. A certificate from the termite barrier installer **MUST** be supplied to Weipa Town Authority upon completion of the treatment or installation and notices from the installer placed in the meter box and kitchen cupboard door under or adjacent to the sink

LICENSED BUILDER

- Where a licensed builder has been contracted to perform building work and the project value is \$3,301 or over, the Building Services Authority (BSA) requires that insurance be paid on the project. Evidence in the form of the BSA 'confirmation of insurance' needs to be submitted to the Weipa Town Authority prior to the issue of the building work development permit.

OWNER BUILDER

- Property owners may perform building work up to the estimated value of \$11,000. Work estimated to be valued at over \$11,000 will require an Owner/Builder permit which is issued by the Building Services Authority (BSA). For further information please contact the local Building Services Authority office on 1300 272 272



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Q LEAVE

- For building and construction work valued at \$80,000 and over, the Building and Construction Industry (Portable long service leave) Levy and Workplace Health & Safety Notification Fee must be paid prior to the issue of the building work development permit. Qleave forms can be lodged together with payment at any Australia Post Office or agency. The receipted form must then be provided to Weipa Town Authority prior to the issue of the building work development permit.

ENGINEER'S DESIGN CERTIFICATE (FORM 15)

- In most instances design certification per the Mandatory Form 15 Design Certificate will be required from a Registered Professional Engineer of Qld (RPEQ). These include (but are not limited to) :
 - a) Any suspended concrete floors
 - b) The slab/footings design for structures located over or adjacent to any sewer or water mains
 - c) Slab/footings design
 - d) High tie down loads nominated by the truss supplier as requiring specific engineering design
 - e) If the structure has steel members
 - f) Retaining walls over 1 metre high

TOWN PLANNING APPROVALS

- In some cases your proposal may require planning approval. Please refer to Weipa Town Authority's Planning Policies which are available from the Weipa Town Office or on the website www.weipatownoffice.com