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Certificate of Design Compliance Checklist

Residential Class 10 – non-habitable buildings and structures

Client name: _____ Ph No _____

Billing address: _____

Address to which this Application Applies:

Lot No: _____ No: _____ Street: _____

Local Government area: _____

Fees payable

Min Fees – Class 10 (sheds, carports, patios, retaining walls etc) **\$550 incl GST,**

CHECKLIST

The following checklist indicates the minimum documentation that is required to be submitted as part of the Application for Certificate of Design Compliance.

REQUIREMENTS		N/A	YES
1	Is Planning Approval required? If yes and approval already obtained, please provide approval letter with any conditions of approval	<input type="checkbox"/>	<input type="checkbox"/>
2	Is structure a variation to Planning Approval or R Codes	<input type="checkbox"/>	<input type="checkbox"/>
PLANS AND DOCUMENTS –hard copies or PDF of the following			
3	Site Plan to a minimum scale of 1:200 or 1:500 must be provided showing all proposed and existing structures as well as all relevant setbacks, north point, driveway, site datum, spot levels, contours levels and finished floor levels, retaining walls along with all street features, i.e. light poles, cross over, street trees etc	<input type="checkbox"/>	<input type="checkbox"/>
4	Floor Plan to a minimum scale of 1:100 must be provided showing layout, clear dimensions and the location of any doors, windows and any electrical fixtures such as, lights, ceiling fans, etc.	<input type="checkbox"/>	<input type="checkbox"/>
5	External Elevations to a minimum scale of 1:100 must be provided showing any solid walls and openings, heights of retaining walls, all ground, floor and ceiling levels, height to the underside of beams, roof cover material and pitch.	<input type="checkbox"/>	<input type="checkbox"/>
6	Section View/s to a minimum scale of 1:20 showing construction details such as footings and roof beams connections etc.	<input type="checkbox"/>	<input type="checkbox"/>

7	Structural Drawings - All structural elements of the building or structure including size of footings, slab, retaining walls, wall framing, roof framing, floor framing, connections and the like must be provided Note: if the proposal includes structural elements such as load bearing columns or beams carrying upper floor frames or suspended concrete slabs or retaining walls > 500mm high, the plans must be certified by a practicing structural engineer.	<input type="checkbox"/>	<input type="checkbox"/>
8	Energy Efficiency If the building is to be air-conditioned or affects the thermal performance of an existing building, compliance is required with BCA Vol 2- Part 3.12 if the existing building is a Class 1 house or BCA Vol 1 Section J for all other classes of building.	<input type="checkbox"/>	<input type="checkbox"/>
9	Termite Barrier If structure is attached to an existing building and affects the existing termite barriers, details of new termite barriers are to be provided as per BCA Vol 2 Part 3.1.3.	<input type="checkbox"/>	<input type="checkbox"/>
OTHER			
10	Copies of Consent or Court Order for building work adversely affecting or encroaching on other land (if required)	<input type="checkbox"/>	<input type="checkbox"/>
11	Water corporation approval Note: this may be required prior to commencement of the building work.	<input type="checkbox"/>	<input type="checkbox"/>
12	Septic tank approval If it is proposed to alter, or relocate any septic tanks, approval may be required from the local Health Dept.		