

Building Surveyors and Consultants

Application - Certificate of Building Compliance

Residential Class 1 or 10 building (unauthorised building work)

Client name: _____ Ph No _____

Billing address: _____

Address to which this Application Applies

Lot No: _____ No: _____ Address: _____

Local Government area: _____

Fees payable

Min Fees – Class 10 structures (sheds, carports, patios etc) **\$165 incl Gst,**
Class 1 habitable structures (houses and additions) **\$330 incl GST**

For structures that require planning approval or variations to R Codes – as per quote

CHECKLIST

The following checklist indicates the minimum documentation (if required) that should be submitted in order for the assessment of the building and issue of a Certificate of Building Compliance.

REQUIREMENTS		N/A	YES
1	Is Planning Approval required? If yes and approval already obtained, please provide approval number: _____	<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 – 2 x hard copies of the following			
3	Site Plan to a minimum scale of 1:200 or 1:500 must be provided showing all existing structures as well as all relevant setbacks of the unauthorised structure, north point, cross over, driveway. Note: Site datum, spot levels, contours levels and finished floor levels may also be required on sloping sites or where the structure is a retaining wall.	<input type="checkbox"/>	<input type="checkbox"/>
4	Floor Plan to a minimum scale of 1:100 must be provided showing layout, room functions, windows and door openings, clear dimensions, electrical fixtures such as hard wired smoke detectors.	<input type="checkbox"/>	<input type="checkbox"/>

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REQUIREMENTS		N/A	YES
5	External Elevations to a minimum scale of 1:100 must be provided showing materials, windows and door openings (including cyclone screens if applicable), ground, floor and ceiling levels.	<input type="checkbox"/>	<input type="checkbox"/>
6	Section View/s to a minimum scale of 1:20 showing construction details such as materials and insulation requirements, ceiling heights, roof frame as well as dimensions.	<input type="checkbox"/>	<input type="checkbox"/>
7	Structural Engineers Certification may be required if the work has altered any existing or includes any structural elements such as footings, walls, roof beams, suspended floors or retaining walls etc. All details of the structural elements including footings, slab, wall framing, roof framing, floor framing, connections and the like must be provided.	<input type="checkbox"/>	<input type="checkbox"/>
8	Certificate of Site Classification (for additions to ground floor only)	<input type="checkbox"/>	<input type="checkbox"/>
9	Copies of Consent or Court Order for building work adversely affecting other land	<input type="checkbox"/>	<input type="checkbox"/>
10	Copies of Consent or Court Order for encroachment on other land	<input type="checkbox"/>	<input type="checkbox"/>
OTHER			
11	Energy Efficiency For buildings that contain conditioned spaces as defined by the Building Code of Australia, an energy efficiency report is required to demonstrate compliance with BCA Part 3.12.	<input type="checkbox"/>	<input type="checkbox"/>
12	Termite Barrier A copy of the nominated termite barrier details are to be provided as per BCA Vol 2 Part 3.1.3 (if applicable) or a certificate from a fully qualified pest controller.	<input type="checkbox"/>	<input type="checkbox"/>
13	Watercorporation Approval may be required dependant on if the structures are in close proximity to deep sewer. A check can be made by calling the Water Corporation on 13 13 95 .	<input type="checkbox"/>	<input type="checkbox"/>
14	Septic tank approval May be required where sewer is not available and additions include new wet areas.	<input type="checkbox"/>	<input type="checkbox"/>
15	Is Heritage Approval required If so please provide relevant information	<input type="checkbox"/>	<input type="checkbox"/>