

# BCERT Consulting Pty Ltd

## Application Requirements for Unit Developments

Requirements	✓
<b><u>State Government &amp; Council Requirements</u></b>	
☛ DA Form 2 <sup>1</sup>	
☛ QFES Approval (only if not a class 1a and greater than 500m <sup>2</sup> )	
☛ Q Leave for all works carried out with a value of over \$150,000	
☛ QBCC Insurance for all works carried out with a value of over \$3,300	
☛ Council's plumbing approval & stamped plans	
☛ Council's Decision Notice & stamped plans	
☛ Any responses to Council's Decision Notice conditions if required <sup>2</sup>	
☛ Sewer/QDC/Town Planning Siting Relaxation <sup>3</sup>	
<b><u>Architectural Details</u></b>	
A full set of 'For construction' Architectural Plans (Including):	
☛ Site Plan to scale showing distance from front, side, rear boundaries and other structures	
☛ Floor Plan showing the floor layout of rooms	
☛ Elevation Plans	
☛ Truss & Tie Down or bracing design details	
☛ Energy Efficiency Details <sup>4</sup>	
☛ Emergency and Exit lighting details (only if not class 1a)	
<b><u>Engineering</u></b>	
☛ Soil report	
☛ Engineering structural footing/slab design and Form 15	
<b><u>Other Details</u></b>	
☛ Boundary Off-Set (surveyor) if building on or within 1.5m of the boundary in an urban area/10m in a rural area. If the pegs are in the ground, please confirm this with us.	
☛ <u>If needed</u> , report/s for bushfire, slope or flooding etc. <sup>5</sup>	
☛ Signed Notice of Engagement <sup>6</sup>	
☛ Payment for document lodgement fees for the local council <sup>7</sup>	
☛ Payment of BCERT fees <sup>8</sup>	

**Please note, that until such time that the application is given to the building certifier for assessment of the application, no approval is given and further material may be required as part of this process.**

<sup>1</sup> These forms can be found on our website under the helpful links tab.

<sup>2</sup> Our town planner will contact you if your decision notice requires any conditions to be complied with prior to the issuing of a building approval.

<sup>3</sup> One of our staff will contact you to advise you if you required this in our planning check stage. Please Note: This will incur a separate fee payable to the applicable council.

<sup>4</sup> In most cases this would have already been completed by your architect or draftsman if they are licenced to do so. Please consult your architect or draftsman regarding this matter.

<sup>5</sup> Our staff will contact you about these if they are required for your application in the planning check stage.

<sup>6</sup> A Notice of Engagement is a document provided by our office to you to engage our services. Application will not be processed until we have a signed copy of this form.

<sup>7</sup> Please contact our office for this fee as prices are subject to the local government area in which the development is taking place.

<sup>8</sup> Prices may vary for each application. Please contact our office or submit a quote request through the home page of our website for a fee.