

Part A Common Details

Referral Agency Assessment Application

Application for local government Referral Agency assessment of building work assessable against the *Building Act 1975*

All Sections of Part A together with relevant subsequent Parts referred to in Section 3 below are mandatory and must be completed.

Gold Coast City Council is collecting your personal information in accordance with the *Sustainable Planning Act 2009* in order to comply with legislative requirements. The information will only be used by authorised Council Officers for the purpose of assessment of your Application and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

Please tick <input checked="" type="checkbox"/> if applicable:																									
<input type="checkbox"/> This application is being made as a result of a Show Cause Notice issued by Council.																									
<input type="checkbox"/> This is a request to amend an earlier Referral Agency Response issued by Council for the same property.																									
If so: <input type="checkbox"/> The Building Approval has not yet been issued by the Assessment Manager (Private Building Certifier).	AMND																								
OR <input type="checkbox"/> The Building Approval has already been issued by the Assessment Manager (Private Building Certifier).	PMC																								
<input type="checkbox"/> This is a referral required due to a request to extend the relevant period for the Building Approval	PMC																								
1. Is this the correct application for you? Please <input checked="" type="checkbox"/>	The purpose of this application is to enable Council to assess the applicant's development application for building work assessable against the <i>Building Act 1975</i> within the limits of its jurisdiction as a Concurrence Agency stated in Schedule 7 Table 1 of the <i>Sustainable Planning Regulation 2009</i> . Please tick 'Yes' to confirm you are proceeding with the correct application before continuing. <input type="checkbox"/> Yes																								
2. Siting / setbacks covered by earlier development approval Please <input checked="" type="checkbox"/>	Is there an earlier development approval (eg. Reconfiguring a lot (Subdivision) approval for the land that includes a Plan of Development) currently in force over the property the subject of this application, that provides siting / setback requirements different to those contained in the <i>Gold Coast Planning Scheme 2003</i> ? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes , this is NOT the appropriate application for variations to these siting requirements. Please contact Council's Town Planning Advice Centre (telephone (07) 5582 8708) for advice on lodging a 'Generally in Accordance' application or a 'Request to Change an existing approval'.																								
3. Type of Referral Agency assessment applied for under the Schedule 7 Table 1 of the Sustainable Planning Regulation 2009 Please tick <input checked="" type="checkbox"/> item/s to be applied for. (QDC – Queensland Development Code) (IDAS Form 4 available from - http://www.dlqp.qld.gov.au/forms-templates/idas-forms-sustainable-planning-act.html)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 13 – Building work on a local heritage place (IDAS Form 4 to also be submitted)</td> <td style="text-align: right; padding: 2px;">LHP</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 17 – Amenity and aesthetic impact of particular building work (Part B to also be completed)</td> <td style="text-align: right; padding: 2px;">A&A</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 18 – Whether particular buildings may be occupied for residential purposes (Part C to also be completed)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 19 – Design and siting as per Parts MP1.1 and MP1.2 of the QDC (Part D to also be completed)</td> <td style="text-align: right; padding: 2px;">BRX</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 20 – Design and siting as per Section 33 of the <i>Building Act 1975</i> and the provisions of the <i>Gold Coast Planning Scheme 2003</i>. (Part E to also be completed)</td> <td style="text-align: right; padding: 2px;">BRX</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 22 – Fire safety in particular budget accommodation buildings (Submit cover letter)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 23 – Higher risk personal appearance services (Part F to also be completed)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 24 – Building work for residential service (Part G to also be completed)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 25 – Building work for removal or rebuilding (Submit cover letter) (Note: Item 17 – Amenity and aesthetics assessment - will also be applicable)</td> <td style="text-align: right; padding: 2px;">ROR</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 26 – Building work for a Detached Dwelling that is exempt from MCU (Part H to also be completed)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 27 – Building work for a temporary accommodation building (Submit cover letter)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Item 28 – Building work triggering 'End of trip facilities' under QDC MP 4.1 (Submit cover letter)</td> <td style="text-align: right; padding: 2px;">MISC</td> </tr> </table>	<input type="checkbox"/> Item 13 – Building work on a local heritage place (IDAS Form 4 to also be submitted)	LHP	<input type="checkbox"/> Item 17 – Amenity and aesthetic impact of particular building work (Part B to also be completed)	A&A	<input type="checkbox"/> Item 18 – Whether particular buildings may be occupied for residential purposes (Part C to also be completed)	MISC	<input type="checkbox"/> Item 19 – Design and siting as per Parts MP1.1 and MP1.2 of the QDC (Part D to also be completed)	BRX	<input type="checkbox"/> Item 20 – Design and siting as per Section 33 of the <i>Building Act 1975</i> and the provisions of the <i>Gold Coast Planning Scheme 2003</i> . (Part E to also be completed)	BRX	<input type="checkbox"/> Item 22 – Fire safety in particular budget accommodation buildings (Submit cover letter)	MISC	<input type="checkbox"/> Item 23 – Higher risk personal appearance services (Part F to also be completed)	MISC	<input type="checkbox"/> Item 24 – Building work for residential service (Part G to also be completed)	MISC	<input type="checkbox"/> Item 25 – Building work for removal or rebuilding (Submit cover letter) (Note: Item 17 – Amenity and aesthetics assessment - will also be applicable)	ROR	<input type="checkbox"/> Item 26 – Building work for a Detached Dwelling that is exempt from MCU (Part H to also be completed)	MISC	<input type="checkbox"/> Item 27 – Building work for a temporary accommodation building (Submit cover letter)	MISC	<input type="checkbox"/> Item 28 – Building work triggering 'End of trip facilities' under QDC MP 4.1 (Submit cover letter)	MISC
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4. Applicant's details & authorisation to access site.

It is the applicant's responsibility to ensure that all details in this application are correct.

Contact and correspondence will only be made with the nominated applicant and/or owner of the subject land.

Applicant		
Postal address		
Email address		
Phone number	Fax number	Mobile number

An inspection of the site in respect of the proposed development is a mandatory requirement by Council as part of its assessment process for this application.

By signing below, it is accepted by Council that the owner and/or his/her authorised applicant, grants permission for an authorised Council officer to enter the premises during normal business hours, for the purpose of such inspection.

Should a safe and unhindered access be not readily available due to security gates or other security measures including guard dogs, written details are to be provided below to assist Council officers in ensuring arrangements are made prior to inspection.

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Applicant's Signature	Date

5. Property Details

Property address	
Lot number	Plan number (eg RP, SP etc)

6. Private Building Certifier Details

Private Building Certifier's name	Accreditation number	
Postal address		
Email address		
Phone number	Fax number	Mobile number

7. Gold Coast Planning Scheme 2003 Designation (eg Domain/LAP Precinct)

Please

- Detached Dwelling Domain
- Residential Choice Domain
- Rural Domain
- Park Living Domain
- Village (Mixed Use) Domain
- Tourist and Residential Domain
- Emerging Communities Domain
- Local Area Plan (LAP) and Precinct
- Other, please specify

8. Type of Building Work Please <input checked="" type="checkbox"/>	<input type="checkbox"/> Additions to an existing dwelling <input type="checkbox"/> New dwelling <input type="checkbox"/> Garage <input type="checkbox"/> Carport <input type="checkbox"/> Gatehouse <input type="checkbox"/> Shed <input type="checkbox"/> Swimming pool <input type="checkbox"/> Other, please specify	<input type="checkbox"/> House removal or relocation <input type="checkbox"/> Fence <input type="checkbox"/> Retaining wall <input type="checkbox"/> Unroofed structure <input type="checkbox"/> Deck <input type="checkbox"/> Patio (covered) <input type="checkbox"/> Shipping container <input type="checkbox"/> Railway carriage
9. Plans and Documentation All plans submitted to Council must contain this information where relevant. Please <input checked="" type="checkbox"/> Submit 3 copies of all plans and documentation	<input type="checkbox"/> Setback variations sought to be clearly hatched or highlighted <input type="checkbox"/> Site and floor plans indicating all existing and proposed buildings or structures drawn to a minimum scale of 1:200 including a plan title/number, orientation (north point), author and date and be produced on a standard A1, A2, A3 or A4 sheet <input type="checkbox"/> Dimensions of all proposed buildings and structures including the height to both the top of fascia and roof ridgeline above natural ground level <input type="checkbox"/> Building elevations (both proposed and existing), to include north, south, east and west orientations at a minimum scale of 1:100. Elevations must be dimensioned including height above natural ground level. <input type="checkbox"/> Boundary setback distances dimensioned (taken to the fascia as the outermost projection) <input type="checkbox"/> Gross floor area (m ²) for all new building work <input type="checkbox"/> Finished floor levels for all proposed buildings or structures <input type="checkbox"/> Natural ground levels for all proposed buildings or structures <input type="checkbox"/> Site coverage total (%) including all existing and proposed buildings or structures (Refer 'Site Coverage' definition under Part 4 Division 1 Chapter 3 of the <i>Gold Coast Planning Scheme 2003</i>)	
10. Has a copy of the development application been provided to Council?	If a copy has not already been provided to Council, please enclose a copy of the development application for building work as lodged with the Assessment Manager (Private Building Certifier) with this application form. <input type="checkbox"/> Please tick to confirm that a copy of the development application for building work has been provided to Council.	

Disclaimer	Applicant (please tick)
Council's jurisdiction as a Concurrence Agency for this development application is limited to that stated in Schedule 7, Table 1 of the <i>Sustainable Planning Regulation 2009</i> (SPR). All other assessment functions are the responsibility of the Assessment Manager (Private Building Certifier) under Section 246 of the <i>Sustainable Planning Act 2009</i> (SPA) or any other Referral Agencies for the development application identified in Schedule 7 Table 1 of the SPR.	<input type="checkbox"/>
I acknowledge that the completion of this form, including any additional parts required to be completed as part of this referral agency assessment application does not prevent Council from making a request pursuant to Section 276 of the SPA for additional information required to assess this application.	<input type="checkbox"/>

Advisory Notes
<p>Should buildings / structures be proposed within two metres of any public infrastructure (eg. sewer or water main, stormwater pipe), the written consent of the relevant Council department must be obtained. Details regarding the location of relevant public infrastructure may be obtained from Council by undertaking a 'Search Request'.</p> <p>With respect to obtaining the written consent of Allconnex Water for water and sewerage main matters please telephone 1300 366692. For matters regarding the written consent for Council's stormwater pipes, please contact Council's Engineering Services Directorate, Engineering Assets & Planning Branch on telephone (07) 5582 8211.</p> <p>No buildings / structures are permitted within easements without the written consent of the beneficiary of that easement. Details regarding the location of relevant easements may be obtained from the Department of Environment & Resource Management on telephone (07) 5583 1700.</p>

Sundry Debtor Details	Sundry debtor number <input type="text"/>	Sundry debtor name <input type="text"/>
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Council Use Only	Fee \$ <input type="text"/>	Fee master number <input type="text"/>	Date <input type="text"/>	Receipt number <input type="text"/>
	Application number <input type="text"/>	File number <input type="text"/> PN		

Part B

Amenity & Aesthetic Impact of Particular Building Works

<p>1. When is Council's jurisdiction as a Referral Agency triggered?</p> <p>Please <input checked="" type="checkbox"/> which building work or structure the application relates</p>	<p>Council has resolved that if an application involves one of the following Class 1 buildings or Class 10 buildings or structures, Council will be a Referral Agency for the application:</p> <p><input type="checkbox"/> Boatsheds within the waterfront setback area;</p> <p><input type="checkbox"/> Relocatable houses, shipping containers and railway carriages;</p> <p>A Class 10 building (including a shed) of the following sizes:</p> <p><input type="checkbox"/> more than 36m² on a site area under 1500m²;</p> <p><input type="checkbox"/> more than 54m² on a site area between 1500m² and 5000m²;</p> <p><input type="checkbox"/> more than 72m² on a site area over 5000m²; or</p> <p><input type="checkbox"/> more than 4.5 metres high or a mean height of more than 3.5 metres above natural ground level.</p>
<p>2. Limit of Council's jurisdiction as a Concurrence Agency</p>	<p>Council's jurisdiction as a Concurrence Agency is limited to assessing the amenity and aesthetic impact of the building or structure if the building work is carried out (Schedule 7 Table 1 Item 17 of the <i>Sustainable Planning Regulation 2009</i>).</p>
<p>3. Information addressed or provided for Council's assessment</p>	<p>Council will have regard to the following items when assessing the amenity and aesthetic impact of the building or structure if the building work is carried out:</p> <p>Please indicate the following items that have been either addressed or provided:-</p> <p><input type="checkbox"/> The location of the proposed building / structure on the site (including the boundary setbacks of the proposed building / structure);</p> <p><input type="checkbox"/> Any adverse impacts the proposed building / structure may have on neighbouring properties;</p> <p><input type="checkbox"/> The dimensions of the proposed building / structure (including the height and bulk of the building / structure);</p> <p><input type="checkbox"/> The colour scheme of the proposed building / structure and the building materials proposed to be used;</p> <p><input type="checkbox"/> Any proposed landscaping;</p> <p><input type="checkbox"/> The removal of any trees / vegetation caused as a result of the proposed building work; and</p> <p><input type="checkbox"/> Site photos.</p> <p><input type="checkbox"/> Other (Please indicate below)</p> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/>

Part G

Building Work for Residential Services

<p>1. When is Council's jurisdiction as a Referral Agency triggered?</p>	<p>Council's jurisdiction as a Referral Agency is triggered when an application involves building work for premises in which a residential service under Section 4 of the <i>Residential Services (Accreditation) Act 2002</i> is conducted or is proposed to be conducted.</p>
<p>2. Limit of Council's jurisdiction as a Concurrence Agency</p>	<p>Council's jurisdiction as a Concurrence Agency is limited to assessing whether, if the building work is carried out, the premises would comply with the requirements stated in the Queensland Development Code Part 5.7 (Schedule 7 Table 1 Item 24 of the <i>Sustainable Planning Regulation 2009</i>).</p>
<p>3. Information required to be provided</p> <p>(QDC – Queensland Development Code)</p>	<p>Provide a short report outlining how the proposed building work complies with each Performance Criteria of Part 5.7 of the QDC.</p> <p><input type="checkbox"/> Please confirm all Performance Criteria have been addressed (ie. PC1 to PC12).</p>

