

# COASTAL BUILDING APPROVAL SERVICE

The building approval supplier of choice for the Mackay Whitsunday region

CBAS \_\_\_/\_\_\_/\_\_\_

## LODGEMENT CHECKSHEET

### BUILDING WORK - Demolition and / or Removal

Local Government Area ..... Date Lodged ..... / ..... / .....  
 Type of Building Work .....  
 Applicant ..... Phone Number .....  
 Site Address ..... Lot ..... on .....  
 ..... Lot Size ..... Ha/m<sup>2</sup>  
 Email Address ..... Floor Area ..... m<sup>2</sup>

**IDAS & OTHER:** (for more information please refer to 'A Guide for Building Work Applications')

Forms & Documents	
<input type="checkbox"/>	Signed CBAS <i>Engagement and Fee Agreement</i>
<input type="checkbox"/>	Fees paid
<b>Building Forms</b>	
<input type="checkbox"/>	'Application Details - IDAS Form 1' - Must be completed in FULL
<input type="checkbox"/>	'Building Work - IDAS Form 2' - Must be completed in FULL
<b>Department of Natural Resources and Water</b>	
<input type="checkbox"/>	Copy of Registered Survey Plan - (ALL pages) (CBAS can provide for a fee)
<input type="checkbox"/>	Copy of 'Title Search & Registered Easements' - (ALL pages) (CBAS can provide for a fee)
<b>Previous Approvals</b>	
<input type="checkbox"/>	Copy of Council, Town Planning approval for the demolition.
<input type="checkbox"/>	Copy of Council Plumbing Approval for the demolition.
<input type="checkbox"/>	Copy of letter of approval from registered property owner.
<h3>Building Application Documents</h3> <p>Building Act 1975, Clause 25</p> <p>The documents must demonstrate that the building work will comply with the Building Act &amp; Town Plan</p>	
<input type="checkbox"/>	<b>Site Plan</b> showing the building work to be demolished or removed with plans showing the building or structure in relation to the boundaries of the allotment is required.
<input type="checkbox"/>	A description of the building work to be demolished or removed.



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