

COASTAL BUILDING APPROVAL SERVICE

The building approval supplier of choice for the Mackay Whitsunday region

CBAS ___/___/___

LODGEMENT CHECKSHEET

BUILDING WORK - Class 1a - Patio

Local Government Area Date Lodged / /

Type of Building Work

Applicant Phone Number

Site Address Lot on

..... Lot Size Ha/m²

Email Address Floor Area m²

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 Building Forms <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	
Department of Natural Resources and Water <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)	
<input type="checkbox"/> Copy of BSA " Confirmation of Insurance " - (<i>if applicable</i>) All insurable work over \$3,300 (including GST) must take out BSA insurance when working directly for domestic consumers. <input type="checkbox"/> Copy of BSA Owner Builder License - (<i>if applicable</i>) All work over \$11,000 (including GST)	
Previous Approvals (if applicable) <input type="checkbox"/> MCU - Material Change of Use (flood, etc) <input type="checkbox"/> Operational Works <input type="checkbox"/> Reconfiguration of a Lot <input type="checkbox"/> Siting Variation <input type="checkbox"/> Covenant Approval <input type="checkbox"/> Landscaping Plans <input type="checkbox"/> Building Envelope Approval (sub-division) <input type="checkbox"/> Sewered Sites - Mackay Regional Council Plumbing Approval – Septic <input type="checkbox"/> Built Over & Adjacent to Sewer Approval (<i>if applicable</i>)	(1 Complete Copy of including stamped approved plans) (Council Town Planning approvals pertaining to the lot)



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Building Application Documents

Building Act 1975, Clause 25

The documents must demonstrate that the building work will comply with the Building Act & Town Plan

1 Set of **Designer Plans** (Minimum - A3 size) or **Electronic Lodgement**

(Must be prepared and drawn by a BSA Licensed Building Designer or Licensed Builder (his own plans))

Please Note: BSA have advised that RPEQ Engineers are not permitted to prepare architectural drawings unless they are BSA Licensed Building Designer, **however the RPEQ engineer can prepare the engineering component.**

- Site Plan** (Including contours at AHD for a distance of 5 metres around the proposed shed/garage building site) (see 'Guide for building work applications - Dwellings' for more details) Site Plan must include location of sewer and or water line, man hole and sewer and or water line depth, easements, retaining walls, etc - *(if applicable)*
- Proposed Floor Plan** (Including location of doors, windows, etc) - *(if applicable)*
- Existing Floor Plan (Including location of doors, windows, etc) - *(if applicable)*
- Elevations Views** - (Minimum of 3 elevations for new buildings and all exposed elevations for alterations and/or additions.)
- Cross Sectional Views** - (Minimum of 2 cross sectional views and include ceiling height, roof pitch, overhangs, floor frame, roof and wall framing, size of framing & type, etc.)
- Framing Setout Plan** - *(if applicable)*
- Termite Protection** details shown on the plans - *(if applicable)*
- Construction Detail Notes** detailing the standard of workmanship. Note: required where information is not sufficiently documented and detailed on the plans.
- For more details refer to 'Fact Sheet "Guide for building work applications – Patio's"**

1 Set of **Engineering Structural Plans** (Min - A3) or **Electronic**

- Geo-technical Soil Report** - (Including Slope Stability and acid sulphate requirements - if applicable) - (signed by RPEQ Engineer or BSA Licensed Geo-tech person) - *(if applicable)*
- Form 15 'Design Compliance Certificate'** - (signed by RPEQ Engineer. Must be site specific) (original signed copy)
- Footing and Slab Design** - *(if applicable)*
- Structural Framing Details and notation** (Timber, Timber Floor, etc) shown on the plans.
- Truss Tail and / or Wall Reinforcement** - (if applicable)
- Bracing Plan and Tie-Down Schedule** (Including wind calculations) shown on the plans. - *(if applicable)*
- Timber Framing Schedule** shown on the plans. - *(if applicable)*
- Truss Layout Plan.** - *(if applicable)*
- Truss Reaction Report** (Computations) / **Truss Design Criteria** (Complete) (uplift values (kN) etc) - *(if applicable)*