

## **BUILDING APPROVAL – CHECKLIST**

### **\*\*\*NEW DWELLING & RENOVATION/ADDITION\*\*\***

### **\*\*\* BUILDING RULES CONSENT \*\*\***

The following items are required for **Building Rules Consent** to be granted:

1. **Credit Card Authorisation Form - Or call council for payment of fees direct**
2. **Council Development Application Form - Signed**
3. **Electrical Declaration Form**
4. **Planning Consent - DNF**
5. **Planning Consent - Stamped Plans**
6. **QBE Builders Warranty insurance – Over \$12,000 project value**
7. **CITB levy Receipt – Over \$40,000 project value**
8. **Certificate of Title**
9. **Schedule 5 Minimum Plan Requirements**
  - a. *Must be to scale - minimum 1:500 and no less*
  - b. *Must show boundary offsets from building to boundary in all directions and other features such as trees etc.*
  - c. *Must show purpose of each structure on site plan, IE – Shed, dwelling, verandah, etc.*
  - d. *Must nominate finished floor levels in comparison to kerb – FFL's (kerb height and FFL in building)*
  - e. *3.1.2 - Must nominate and show a method of drainage*
  - f. *Gradient of driveway must be shown*
  - g. *Amount and Location of Private Open Space*
  - h. *Regulated trees on adjacent allotments must be shown*
  - i. *Approximate North Point*
  - j. *Existing on-site sewerage tank location and any onsite disposal areas(soakage)*
10. **Architectural Drawings**
  - a. *Site Plan*
  - b. *Elevations*
  - c. *Floor Plan*
  - d. *Section Drawing if there is a sub floor – IE – Raised Timber Floor*
    - i. *Underfloor ventilation, ant caps and termite protection*
    - ii. *Bushfire Protection requirements*
11. **Footings Engineering**
  - a. *Footings Report - Slab layout and Report/Calculations*
  - b. *Site Works Plan – Including storm water drainage layout, waste water layout, retaining walls, Survey levels,*
12. **Timber frame Documents –**
  - a. *Wall frame layout (Upper and Lower)*
  - b. *Bracing layout (Upper and Lower)*
  - c. *Producers Statement*
  - d. *Truss layout*
  - e. *Roof frame layout*
  - f. *Special loads*
  - g. *Truss Tie down details*
  - h. *Wall frame fixing details*
13. **Structural Engineering Report (Check your timber wall frame layout for “Beam by Eng.”)**
  - a. *Structural Engineering Report – Structural Steel engineering - columns, beams, lintels, connection details*
  - b. *Structural Engineering Report - Retaining wall engineering*
14. **Additional Specs**
  - a. *Glazing Calculator*
  - b. *Parti-wall system*
  - c. *Boundary wall construction detail*
  - d. *Fire place detail and flue/chimney construction*
  - e. *Stair and Balustrade specifications*
    - i. *Balustrade manufacture specification, or*
    - ii. *Glass engineering specifications*
    - iii. *Stair Construction/Engineering detail*
  - f. *Balustrade detail*
  - g. *Baconomy detail*
    - i. *Cantilever detail of facade*
  - h. *Facade detail*
  - i. *Wet area details*
  - j. *Fire wall details*
  - k. *Cladding details*
  - l. *Termite protection details*

- m. Bushfire Specifications, BAL - Low, 12.5, 19, 29, 40, FZ Notes ((See bushfire specs – Separate Document)
- n. Corrosion Zone Specifications,
- o. Waste water approval (CWMS / Septic – Soakage / Septic - Areobic)
- p. Skylight detail – Solar Panels, A/C
- q. Corner window detail
- r. Evidence of 221 Cross Over application approval
  - i. For Carports
  - ii. ResCode dwellings

**15. Energy Efficiency Report**

- a. First Rate 5 Energy Report and Stamped Plans

**16. Standard Industry Construction Specification, IE –HIA Spec etc.**

- a. Plus items not covered by H.I.A

**DESIGN ASPECTS TO BE DRAWN ON SITE PLAN + ELEVATIONS**

**Building Code Additional Requirements**

1. Comply with planning conditions
  - a. IE – Obscure glazing etc.
2. Square off sets to any boundary walls
  - a. Openings 90\*degrees opposite must be at 90degrees OR Must have 900mm separation to opening
  - b. Ensure garage opening is parallel to boundary wall
3. Down pipe location to reflect site works plan (DP) Locations
4. Show location of solar panel systems on architectural's
5. Show location of A/C unit in roof space
  - a. Ensure truss layout has solar panels & A/C shown and trusses have loads applied for this
6. Type of materials to be noted on elevations
  - a. Hebel, brick, FC Sheeting, Scyon Cladding, etc.
7. Ensure 5% ventilation is achieved
  - a. IE – bed1 = 10m2 floor area x 5% = 0.5m2 required ventilation (window must have min or more than this amount of openings into room)
8. Ensure 10% ventilation is achieved
  - a. IE – bed1 = 10m2 floor area x 10% = 1.0m2 required ventilation (window must have min or more than this amount of openings into room)
9. Smoke detectors must be installed appropriately + upgraded when altering or requiring new detectors
  - a. One TOP and BOTTOM of the stair
  - b. Protecting/Coverage to EVERY BED ROOM (Pending Design)
10. Ensure lift off hinges are noted for bathrooms where ever toilets located
11. Ensure 2m fall in height from window is checked for upper storey windows
  - a. Restrictor to be added
12. Make sure gutters are spaced 12m apart and no further
13. Ensure 1000ltr rain water tank is drawn on site plan
14. Make sure Bushfire specifications are detailed (IE – additional rainwater tank for firefighting purposes) etc.
15. Make sure glass in show area is compliant with AS1288
16. Show balustrade type
  - a. Glass, Wire, Timber etc. – To comply with AS1170.1
17. Show boundary wall construction
  - a. Fire wall and gutter on boundary construction
18. Show wet area details
19. Show stair details(going and risers)
20. DO NOT SHOW PARTI-WALL drawn by architect (REFER TO MANUFACTURE INSTALLATION GUIDE ONLY)
21. Show laundry to have external ventilation OR must have mechanical ventilation
22. Must not undermine neighboring structures
23. Parti-Walls require acoustic treatment between dwellings
24. Stair leading to entry requires balustrade and handrails if fall is over 1m to the side of stair
  - a. Flat area = 1m high
  - b. Along Stair = 865mm high from top of treads
    - i. Maximum gaps of 125mm
    - ii. If leading into a pool area maximum gaps of 100mm
25. 3.1.1 - Unprotected embankments leading to boundary require Stormwater management- engineer
  - a. Condition = Excavation adjacent existing building to comply with 3.1.1.3 & P2.1.1 & 1.0.7
26. Flat building = Requires Part-walls and joint slab
27. Gas fixtures must have 300/500mm clearances around (HWS or flues etc)



**STANDARD SPECIFICATIONS TO BE NOTED**

1. **Brush Fence Notes:** There are to be no brush fences within 3.0m of the proposed building work in accordance with regulation 76C, Development Regulations 2008.
2. **Termite Protection:** Provide termite protection in accordance with AS3660.1
3. **All glazing** to comply with AS1288-2006 glass in buildings, and with AS2047 and AS 4055-2012 for wind loading
4. **Garage roof** to be tied down min 1200 into brickwork with hoop iron straps
5. **All water closet doors** to be removal in accordance with BCA 3.8.3
6. **Upstairs Windows** - Note: 125mm restrictors to first floor windows where sill height is less than 1700mm above FFL. Windows must comply with BCA Vol. 2 3.9.2.5
7. **Gutters and drainage system** to comply with AS3500
8. **All steps & stairs** to have a 240mm min. & 355mm max. Tread width, 115mm min. & 190mm max. Riser height & must comply with BCA 3.9.1.
9. **Balustrade** in accordance with BCA 3.9.2. To be installed where internal & external landings exceed 1000mm above finished ground level.
10. **Provide cavity flashing & weep holes** above lower storey openings.
11. **Waterproofing of wet areas** to comply with AS 3740 &/or BCA 3.8.1.0
12. **All structural timber framing sizes** to be in accordance with AS 1684.2-2010 National Timber Framing Code &/or Engineers structural computations.
13. **Door Seals** - Sill seals to external hinged doors (incl. garage)
14. **Window Seals** - All windows shall be weather sealed
15. **Windows** - Note: Windows installed must have the same U Values and SHGC as outlined on the corresponding Energy report and will be used on site
16. **Exhaust Fans** - Draft prevention to exhaust fans where required, to relevant building codes.
17. **Ceiling Insulation** - R4.0 batts
18. **External Wall Insulation** - R2.0 Batts garage external walls not included
19. **Internal Wall insulation** - R2.0 Batts to garage internal walls only
20. **Ventilation Note:** Exhaust fans to exhaust fans to be provided in accordance with BCA Vol 2. Part 3.8.5.2(c) (exhaust fans to be provided as standard to all sanitary compartments without natural ventilation)
21. **NOTE:** All wet areas to comply with minister's specification SA F1.7 - waterproofing of wet areas in building
22. **Smoke Detectors:** All smoke alarms to comply with AS 3786 all smoke alarms to be connected to consumer mains power and to be interconnected where there is more than one alarm
23. **All doors to sanitary compartments to have removable hinges** and to comply with BCA Performance Requirement 2.4.3
24. **Stair Handrail:** Handrail to be located along at least one side of the stairway in accordance with B.C.A. 3.9.2.4
25. **Stairs** to be constructed and installed by an accredited stair manufacturer
26. **Footings and Slab** to be designed in accordance with AS2870 and 2159 and 1298
27. **Concrete reinforcing** to be designed in accordance with AS3600 and AS2870 and AS4100
28. **Masonry** to be designed in accordance with AS 3700, AS 4773.1, 4773.2, 2904, 2870
29. **Steel framing** to be in accordance with AS 4100, 4600, NASH, 1684.2 and 1684.4
30. **Corrosion Protection** in accordance with relevant Australian Standard and BCA3.4.3
31. **Roof claddings** to be in accordance with
  - a. **Tiles** – AS2049 and AS2050
  - b. **Metal Roofing** – AS1562.1
  - c. **Plastic Roofing** – AS4256.1,,2,,3,,5 and AS1562.1
32. **Damp proof membrane** to be installed in accordance with AS4200.1,,2
33. **Gutters** to be installed in accordance with AS3500.3 and AS3500.5 (And every 12m max spacing's)
34. **Wall cladding** to be in accordance with AS1562.1+5146.12908.2+8336+1859.41859.4226 2908.2 2904
35. **Standard Products:** Constructed will be undertaken with industry standard conforming products and be installed with all manufactures requirements for proprietary systems and products.

We look forward to receiving your Development Application,



Peter Xerri  
Director  
**BRC Private Certifiers**  
Registered Private Certifier (No:129)