

BASIC DOCUMENTS FOR THE DEVELOPMENT APPLICATION

The Sustainable Planning Act (SPA) (2009) is the foundation of Queensland's planning and development assessment legislation, under which the Integrated Development Assessment System (IDAS) provides a step-by-step process for making, assessing and deciding development applications in Queensland.

Local councils may introduce planning schemes specific to regions, and certification firms may vary slightly in relation to application fees and procedures, however there are some basic documents which should always accompany a building application. This information sheet is aimed at providing some assistance to first time clients managing their own approval and erection process

The two main forms required when seeking approval to erect a shed are:

IDAS Form 1 Application Details

Contains the common details that must be provided for all development applications such as name and contact details, land description etc.

IDAS Form 2 Building Work Requiring Assessment Against the Building Act 1975

Contains information relating to the specific building work being carried out

At a minimum you will need to provide the following documents to accompany your application:

- Working Drawings - Manufacturer's structural drawings including all elevations and sections which will be sent to you from ShedQuarters
- Form 15 - A signed Compliance Certificate for Building Design and Structure which will be sent to you from ShedQuarters
- Form 15 – Separate Compliance Certificates will be required if you have windows (glazing) or roller doors in your shed. These will be sent to you from ShedQuarters
- Site Plan – The authorizing authority will normally require a site plan drawn showing all site dimensions, building dimensions (including existing buildings), distances to boundaries from outermost projection (e.g. fascia) and street frontages. May need water metre location and/or sewer location on services plan.
- Sewer location plan including depths - Sheds can not be built within the zone of influence without additional approvals. Appropriate sewer plans are available from the Townsville City Council who refer to them as an "all services plan" for your property.
- As Constructed Drainage Plan – As a guide, inspection points (I P) no closer than 1.2m to your shed.

Other things to be aware of:

Proof of Ownership – You will also probably require a title search and survey plan, which can be used for both proof of ownership and to check there are no easements which might affect the siting of your shed

Owner Builder – Where the value of the project exceeds \$11,000 (Refer IDAS Form 2, Question 5) an Owner Builder's permit may be required from the Qld Building Services Authority (QBSA)

Siting Dispensations – When the shed is proposed to be positioned within the boundary setbacks specified by the Queensland Development Plan or a local planning scheme, separate approvals will need to be sought. Clients should seek specific advice from their local government authority.

Farm Sheds – Under certain circumstances, farm sheds can be erected without approval, please check with your Council.

Please Note – This information sheet is intended as a guide only and is not intended as a definitive procedure. Local government authorities will vary in their requirements and clients making applications are advised to check Council websites and visit their local authority or a private certifier for specific advice on their individual circumstances.