



Building Newsflash

CHANGES TO IDAS DEVELOPMENT APPLICATION FORMS

Purpose

To advise that, from 4 October 2004, changes will take effect to the *Integrated Planning Act 1997* (IPA) that affect the IDAS Development Application forms. The affected forms are:

- Form 1 Part A Development Application – Common Details
- Form 1 Part B Development Application – Building Work assessable against the *Building Act 1975*

All the new forms are available at www.ipa.qld.gov.au/idas/idasFormsChoose.asp

Legislation

Changes to Section 3.2.1 of the IPA mean that from 4 October 2004, on Form 1, Part A, an **owner's signature consenting to the application will only be required for applications for:**

- a material change of use;
- reconfiguration of a lot;
- work on land below high-water mark and not within a canal as defined under the *Coastal Protection and Management Act 1995*; or
- work on rail corridor land defined under the *Transport Infrastructure Act 1994*.

A building development application for building work over land in an easement or subject to a statutory covenant must have the consent of the holders of registered interests in the easement or covenant.

An owner's consent will not be required for an application for building approval.

Form 1, Part B for an application for single detached class 1a or class 10 buildings or structures, must contain the owner's name and contact details. A signature is not necessary. This provides necessary information for certifiers who must provide copies of approvals for these building classes to the owner.

For more information about land owner's consent refer to Guide 1 Making an IDAS development application at www.ipa.qld.gov.au/idas/idasFormsDevElectronic.asp

Interpretation

Private certifiers will need to:

- Download the new IDAS Development Application forms. These are available on the IPA website: www.ipa.qld.gov.au.
- Know when land owner's consent is **not** required.
- Revise standard templates for acknowledgement notices, decision notices etc. The recommended notices are available from www.ipa.qld.gov.au.

- Be aware of changes to referral arrangements, including some new and amended referral agencies, and changes to the schedules for referral coordination.
- Be aware of Schedule 11 of the IPA Regulation 1997 – exempt development for community infrastructure.

Additional Information

Copies of the latest versions of the IPA are available free from www.legislation.qld.gov.au

Contact Officer

If you require further information, please contact Ms Simone Boughen on (07) 3239 0040.



Form 1 Development Application

idas

Common details

PART
A

The completion of **all applicable questions** on Part A is **mandatory** for all applications.
 Part A must be accompanied by one (1) or more other completed parts of the Form.
 Any information requested in the form may be provided in an attachment to the application.
 For further information about completing the following details, refer to [Guide 1 Making an IDAS Application](#).

<p>Description of land</p> <p>All land the subject of the application, must be identified.</p> <p>A description of the land is not required in relation to a mobile or temporary environmentally relevant activity.</p> <p>Advice for completing Q2 Q2 applies if development is proposed within a water body or watercourse.</p> <p>Advice for completing Q3 Most land can be identified by a lot on plan description. These details can be obtained from title documents or through the local government.</p> <p>However, if the land on which the development is proposed does not have a lot on plan description (<i>i.e. the development is proposed in a water body or watercourse</i>) provide –</p> <ul style="list-style-type: none"> (i) the lot on plan description for the adjoining/adjacent land; or (ii) GPS coordinates where there is no adjoining/adjacent land (<i>eg. in Moreton Bay</i>). <p>Advice for completing Q7 Q7 does not apply if the development is proposed within a water body or watercourse.</p> <p>Advice for completing Q8 Q8 applies if development is proposed within a local government area.</p> <p>Note: Areas below high water mark are not within a local government's area unless provided for under the <i>Local Government Act 1993</i>.</p> <p>Advice for completing Q9 Q9 applies if development is proposed on strategic port land or a strategic port land tidal area.</p> <p>For more information refer to Guide 11 Development on strategic port land</p>	<p>1. Street address: <i>(including house number, street name, suburb/locality name & postcode) (if applicable)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2. Name of water body or watercourse, within which the development is proposed: <i>(if applicable)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3. Lot on plan description <i>(eg. Lot 123 on RP 4567) / GPS coordinates:</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>4. The above description is for: <i>(tick applicable box)</i></p> <p><input type="checkbox"/> (i) the land on which the development is proposed; or</p> <p><input type="checkbox"/> (ii) the land adjoining the water body or watercourse, within which the development is proposed; or</p> <p><input type="checkbox"/> (iii) the water body or watercourse.</p> <p>5. Shop / tenancy number: <i>(if applicable)</i></p> <div style="border: 1px solid black; width: 100%;"></div> <p>6. Storey / level: <i>(if applicable)</i></p> <div style="border: 1px solid black; width: 100%;"></div> <p>7. Total area of land: <i>(m² or ha) (if applicable)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>8. Local government area in which the land is situated: <i>(eg. Brisbane, Esk, Hervey Bay, Woocoo etc.) (if applicable)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>9. Port authority for the strategic port land or strategic port land tidal area on which the development is proposed <i>(eg. Port of Brisbane, Port of Townsville) (if applicable)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>Proposal details</p>	<p>10. Existing use of the land: <i>(eg. vacant, single house, shop etc.)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>11. Proposed use of the land: <i>(eg. 6 unit apartment building, 30 lot residential subdivision, ERA for aquaculture in ponds with a total area of 7 ha for which wastes are released into waters etc.)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>Other applicable parts of Form 1</p> <p>Part A of Form 1 must always be accompanied by other completed parts of Form 1.</p> <p>For information about when a part of Form 1</p>	<p>12. Other parts of Form 1 completed as part of this application: <i>(eg. Part D, Part I, etc)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

may apply for an application refer to [Guide 1 Making an IDAS development application.](#)

Applicant details

Clearly identify who is making the application. The applicant need not be the owner of the land.

When signing and lodging this application

The applicant is responsible for ensuring the information provided is correct. The assessment manager, any referral agency and the Chief Executive (*where applicable*) will rely on this information when assessing and deciding the application.

If the applicant is a company

A contact person must be shown. All correspondence will be mailed to this address.

13. Name:

14. Postal address:

15. Signature: 16. Date:

17. Contact person:

18. Telephone number: 19. Mobile phone number: *(if applicable)*

20. Facsimile number: *(if applicable)* 21. Email address: *(if applicable)*

Land owner's consent *(if applicable)*

Section 3.2.1(10)(a) of the IPA prescribes that an application can **not** be taken to be properly made without the land owner's consent.

For more information about land owner's consent refer to [Guide 1 Making an IDAS development application.](#)

An application **must** be supported by the consent of the land owner if the application involves:

- (i) a material change of use;
- (ii) reconfiguration of a lot;
- (iii) work on land below high-water mark & not within a canal as defined under the *Coastal Protection and Management Act 1995*; or
- (iv) work on rail corridor land defined under the *Transport Infrastructure Act 1994*.

For a mobile or temporary ERA

Land owner's consent is **not** required.

If an owner has signed this form as applicant

Their signature is not required again in this section.

If there are multiple owners

The consent of each owner is required.

If the owner is a company

Refer to Guide 1.

22. Name/s:

23. Signature/s: 24. Date:

Resource entitlement *(if applicable)*

Section 3.2.1(10)(b) of the IPA prescribes that an application can **not** be taken to be properly made without evidence of the resource entitlement.

Advice for completing Q26

Refer to schedule 10 of the *Integrated Planning Regulation 1998* that prescribes the nature of evidence required by the State in support of the lodging of this development application.

Advice for completing Q27

25. Does this application involve taking or interfering with a State resource?
 NO - go to Q28 YES - go to Q26

26. This application is required by regulation to be accompanied by: *(tick the applicable box)*

(i) evidence of the **allocation** of, or entitlement to, the resource – *attach evidence*

(ii) evidence the chief executive of the department administering the resource is satisfied the development **is consistent with an allocation** of, or entitlement to, the resource – *go to Q 27*

(iii) evidence the chief executive of the department administering the resource is satisfied the development application **may proceed in the absence of an allocation** of, or entitlement to, the resource – *go to Q 27*

27. Evidence of the resource entitlement:

The information in (i) – (v) is mandatory if evidence is required under Q26 (ii) or (iii) above.

The official stamp of the Department of Natural Resources and Mines is mandatory where the application involves taking or interfering with water or riverine quarry material under the *Water Act 2000*.

(i) Resource entitlement / authority details

(ii) Name of delegated officer

(iii) Position of delegated officer

(iv) Signature of delegated officer

(v) Date

(iv) Official stamp of the department administering the resource (if applicable)

Referral triggers

The Referrals Checklist must be completed and lodged with all IDAS development applications, other than those requiring the completion of Parts A and B of the Form only.

28. Is the Referrals Checklist completed and attached to this application?

YES

NO – *the assessment manager may refuse to accept this application on the grounds that the application has not been properly made*

Plans / drawings / reports

An application should be accompanied by details to support the proposal & enable the assessment manager, referral agencies and any person viewing the application during public scrutiny or public notification to understand the scope of the proposal and any potential impact.

29. Plans/drawings/reports accompanying this application:

Plan / Drawing / Report Number	Title	Date
(i)		
(ii)		
(iii)		
(iv)		
(v)		
(vi)		
(vii)		
(viii)		
(ix)		
(x)		

PLEASE NOTE

The assessment manager may refuse to accept an application that, at the time of lodgement, fails to provide all applicable information required by Part A and any other relevant part of Form 1.

OFFICE USE ONLY (applicable to assessment manager's)

FEE (\$)		DATE RECEIVED		RECEIVING OFFICER'S NAME/S		REFERENCE NUMBER/S	
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Form 1 Development Application



Building work

assessable against the Building Act 1975



Completion of **all applicable questions** on Part B is **mandatory** for all applications involving assessment against the *Building Act 1975* (including for example: assessment of structural elements of the building work).

This application must be accompanied by the plans and other documents prescribed in the *Standard Building Regulation 1993*.

For further information about completing the following details, refer to [Guide 9 Building work documentation](#).

<p>Nature of the building work</p> <p>This information is required by the Australian Bureau of Statistics (ABS).</p>	<p>1. Nature of the work: <i>(tick applicable box/es)</i></p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> New building / structure</td> <td><input type="checkbox"/> Alterations / additions</td> </tr> <tr> <td><input type="checkbox"/> Demolition</td> <td><input type="checkbox"/> Removal</td> </tr> </table> <p>2. Floor area: <i>(m²)</i></p> <p>New <input style="width: 150px;" type="text"/> Existing <input style="width: 150px;" type="text"/></p> <p>3. Number of storeys:</p> <input style="width: 100px;" type="text"/>	<input type="checkbox"/> New building / structure	<input type="checkbox"/> Alterations / additions	<input type="checkbox"/> Demolition	<input type="checkbox"/> Removal				
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<p>Construction details</p> <p>This information is required by the Australian Bureau of Statistics (ABS).</p> <p>The numbers in brackets are for use by the ABS only.</p>	<p>4. Proposed construction materials: <i>(tick applicable box/es)</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">External walls:</td> <td style="padding: 5px;"> <input type="checkbox"/> Double brick (11) <input type="checkbox"/> Brick veneer (12) <input type="checkbox"/> Stone / concrete (20) <input type="checkbox"/> Fibre cement (30) <input type="checkbox"/> Timber (40) <input type="checkbox"/> Curtain glass (50) <input type="checkbox"/> Steel (60) <input type="checkbox"/> Aluminium (70) <input type="checkbox"/> Other (80) </td> </tr> <tr> <td style="padding: 5px;">Frame:</td> <td style="padding: 5px;"> <input type="checkbox"/> Timber (40) <input type="checkbox"/> Steel (60) <input type="checkbox"/> Aluminium (70) <input type="checkbox"/> Other </td> </tr> <tr> <td style="padding: 5px;">Floor:</td> <td style="padding: 5px;"> <input type="checkbox"/> Timber (40) <input type="checkbox"/> Concrete (20) <input type="checkbox"/> Other (80) </td> </tr> <tr> <td style="padding: 5px;">Roof covering:</td> <td style="padding: 5px;"> <input type="checkbox"/> Tiles (10) <input type="checkbox"/> Slate / concrete (20) <input type="checkbox"/> Fibre cement (30) <input type="checkbox"/> Steel (60) <input type="checkbox"/> Aluminium (70) <input type="checkbox"/> Other (80) </td> </tr> </table>	External walls:	<input type="checkbox"/> Double brick (11) <input type="checkbox"/> Brick veneer (12) <input type="checkbox"/> Stone / concrete (20) <input type="checkbox"/> Fibre cement (30) <input type="checkbox"/> Timber (40) <input type="checkbox"/> Curtain glass (50) <input type="checkbox"/> Steel (60) <input type="checkbox"/> Aluminium (70) <input type="checkbox"/> Other (80)	Frame:	<input type="checkbox"/> Timber (40) <input type="checkbox"/> Steel (60) <input type="checkbox"/> Aluminium (70) <input type="checkbox"/> Other	Floor:	<input type="checkbox"/> Timber (40) <input type="checkbox"/> Concrete (20) <input type="checkbox"/> Other (80)	Roof covering:	<input type="checkbox"/> Tiles (10) <input type="checkbox"/> Slate / concrete (20) <input type="checkbox"/> Fibre cement (30) <input type="checkbox"/> Steel (60) <input type="checkbox"/> Aluminium (70) <input type="checkbox"/> Other (80)
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<p>Estimated value</p> <p>This information is required by the Australian Bureau of Statistics (ABS).</p>	<p>5. Total dollar (\$) value of the building work <i>(i.e. the total value of including GST, materials and labour)</i></p> <input style="width: 100%; height: 20px;" type="text"/>								
<p>Residential work <i>(applicable for residential work only)</i></p> <p>This information is required by the Australian Bureau of Statistics (ABS).</p> <p>A "dwelling unit" is a self-contained abode of permanent residence <i>(eg. house, flat, unit or townhouse)</i>.</p> <p>An apartment building may contain a number of dwelling units.</p>	<p>6. What best describes the dwelling type? <i>(tick applicable box/es)</i></p> <table style="width: 100%; border: none;"> <tr><td><input type="checkbox"/> Single detached house</td></tr> <tr><td><input type="checkbox"/> Kit house</td></tr> <tr><td><input type="checkbox"/> Transportable / relocatable house</td></tr> <tr><td><input type="checkbox"/> Semi-attached housing <i>(i.e. duplex / dual occupancy)</i></td></tr> <tr><td><input type="checkbox"/> Apartment, unit or flat attached to an existing house</td></tr> <tr><td><input type="checkbox"/> Apartment building / unit where units are layered one above another</td></tr> <tr><td><input type="checkbox"/> Attached housing <i>(including row / terrace / townhouse)</i></td></tr> </table> <p>7. For a proposal involving dwelling units, indicate each of the following <i>(if applicable)</i></p> <p>a) Number of existing dwelling units <input style="width: 150px;" type="text"/></p> <p>b) Number of dwelling units to be demolished <input style="width: 150px;" type="text"/></p>	<input type="checkbox"/> Single detached house	<input type="checkbox"/> Kit house	<input type="checkbox"/> Transportable / relocatable house	<input type="checkbox"/> Semi-attached housing <i>(i.e. duplex / dual occupancy)</i>	<input type="checkbox"/> Apartment, unit or flat attached to an existing house	<input type="checkbox"/> Apartment building / unit where units are layered one above another	<input type="checkbox"/> Attached housing <i>(including row / terrace / townhouse)</i>	
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	c) Number of new / additional self-contained dwelling units <input style="width: 150px;" type="text"/>								
	8. What is the Building Services Authority (BSA) Insurance receipt number <input style="width: 100%;" type="text"/>								
<p>Builder's details <i>(if known)</i></p> <p>If more than one builder, attach details eg builder X for the house and builder Y for the pool.</p>	9. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 30%;">Name <i>(in full)</i></td> <td><input style="width: 60%;" type="text"/></td> </tr> <tr> <td>Contact details</td> <td><input style="width: 60%;" type="text"/></td> </tr> <tr> <td>BSA Licence number</td> <td><input style="width: 60%;" type="text"/></td> </tr> <tr> <td>If owner-builder, state owner-builder number</td> <td><input style="width: 60%;" type="text"/></td> </tr> </table> 10. Is the project "owner – builder"? <input type="checkbox"/> NO <input type="checkbox"/> YES – provide "owner-builder" number below <input style="width: 100%;" type="text"/>	Name <i>(in full)</i>	<input style="width: 60%;" type="text"/>	Contact details	<input style="width: 60%;" type="text"/>	BSA Licence number	<input style="width: 60%;" type="text"/>	If owner-builder, state owner-builder number	<input style="width: 60%;" type="text"/>
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If owner-builder, state owner-builder number	<input style="width: 60%;" type="text"/>								
<p>Owner's details</p> <p>This information is mandatory for applications for single detached class 1a buildings or class 10 buildings or structures. The nominated owner will receive a copy of the decision notice and approved plans.</p>	11. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 30%;">Name <i>(in full)</i></td> <td><input style="width: 60%;" type="text"/></td> </tr> <tr> <td>Contact details</td> <td><input style="width: 60%;" type="text"/></td> </tr> </table>	Name <i>(in full)</i>	<input style="width: 60%;" type="text"/>	Contact details	<input style="width: 60%;" type="text"/>				
Name <i>(in full)</i>	<input style="width: 60%;" type="text"/>								
Contact details	<input style="width: 60%;" type="text"/>								
<p>Release of owner's details</p>	12. Does the owner agree to the release of their name & the land address for marketing purposes? <input type="checkbox"/> NO <input type="checkbox"/> YES								
<p>Portable Long Service Leave levy <i>(if applicable)</i></p> <p>Prior to issuing a development permit for the works, the assessment manager is required by law to "sight" an approved form, issued by QLeave, which signifies that the PLSL levy has been paid.</p>	13. Is payment of a Portable Long Service Leave (PLSL) levy applicable to the proposal? <input type="checkbox"/> YES <input type="checkbox"/> NO								

PLEASE NOTE

This application **cannot** be accepted unless accompanied by Part A of Form 1.

The assessment manager can refuse to accept an application that, at the time of lodgement, fails to provide all applicable information required by Part A and any other relevant part of Form 1.

OFFICE USE ONLY *(applicable to assessment manager or private certifier)*

DATE RECEIVED	<input style="width: 95%;" type="text"/>	REFERENCE NUMBER/S	<input style="width: 95%;" type="text"/>
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(i) What is the building classification?

(ii) Is a PLSL levy applicable in this instance? NO YES - complete Q(iii)

(iii) Has the approved form *(issued by QLeave and which signifies that the PLSL levy has been paid)* been sighted by the assessment manager / private certifier at the time of lodgement of this application?
 NO YES – provide receipt details below