

INFORMATION REQUIRED FOR A BUILDING PERMIT APPLICATION DUCK GROWING / BREEDING BUILDINGS

Complete this form & return it with the building permit application

The following sets out the minimum information that is required to be submitted for a building permit application.

Whilst the information required might seem excessive, please note that it is the Relevant Building Surveyors (RBS) responsibility to ensure that the application contains sufficient information to determine compliance with the Building Act and Regulations. It is not appropriate for the RBS to "mark-up" plans or accept notes on plans that are too general. Where the RBS is not satisfied that the appropriate information has been provided they must not issue the building permit and will request further information.

Have you checked with the relevant officer if you require a Planning approval? (Note; where required, a building permit cannot be issued until they have been approved).

REQUIRED DOCUMENTATION

- Completed application form (Form 1) signed & dated
- Copy of Certificate of Title
- Property ownership evidence (Contract of sale, Council rates notice)
- A statement of the use or intended use of all buildings shown on site plan.
- **3 copies** of Architectural drawings (**minimum size of A3**) showing the floor plan, elevations, sections, dimensions, to a scale of not less than 1:100, as detailed below;
 - **Floor plan** - fully dimensioned and labelled floor plan including, total floor Areas & Volume Calculations (between new & existing building if applicable Reg 608), window & door sizes (including door hardware), locations of fittings and fixtures.
 - **Sectional plan** - indicating roof cladding and pitch, floor, wall, ceiling and roof construction details, floor to ceiling height and finished floor level (To Natural Ground).
 - **Elevations** - of each side of the building; which clearly indicate the building height in relation to existing and proposed ground level.
 - **Steps & stairs** - Details of any steps, handrails, balustrades or the like.

- **3 copies** of site plan (**minimum size of A3**) to a scale of not less than 1:500 or other appropriate scale showing the following information;
 - The boundaries and dimensions of the allotment and any relevant easements
 - The position and dimensions of the proposed building and its relationship to—
 - i. the boundaries of the allotment; and
 - ii. any existing building on the allotment; and
 - iii. any part of a building or land on an adjoining allotment, including the locations of their windows.
 - The levels of the allotment, the floors of the building, street drainage channel and storm water drain;
 - The layout of the proposed storm water drains to the point of discharge on the allotment.
 - The location and dimensions of car parking spaces

- **3 copies** of Structural Engineering Drawings
 - **Certificate of Compliance & Design** - in accordance with Reg 1507
 - **Structural computations** – calculations of all structural members
 - **Structural** - Fully dimensioned and labeled footing construction plan including reinforcement and structural framework
 - **Bracing and tie down**- Specific connection details, a bracing layout and tie-down details for framework.

The options outlined below are 3 ways for the applicant to satisfy the requirements for Fire Services, Travel distance & Emergency Lighting & exit sign for any building with a floor area greater than **500m²**.

- **3 copies** Hydraulics Designs and Computations for Fire services, under the BCA deemed to satisfy requirements
 - **Certificate of Compliance & Design** - in accordance with Reg 1507
 - **Hydraulic Computations** – calculations of pressures and flows

Buildings to be provided with:

 - Exits and paths of travel to exits complying with Part D of the BCA.
 - A fire hydrant system complying with Part E1.3 of the BCA and AS 2419.1;
 - A fire hose reel system complying with Part E1.4 of the BCA and AS 2441;
 - Portable fire extinguishers complying with Part E1.6 of the BCA;
 - Emergency lighting complying with Part E4.2 – E4.4 of the BCA and AS 2293.1; and exit signs complying with Part E4.5 & E4.8 of the BCA.

OR

- Provide a report from a fire engineer that looks at an alternative solution based on the use of the building and a report and consent of the CFA under Regulation 309 of the Building Regulations for variations with respect to hydrant and hose reel services.

OR

- Submit an application to the Building Appeals Board for a modification of the Building Regulations as provided by section 160 of the Building Act and a report and consent of the CFA under Regulation 309 of the Building Regulations for variations with respect to hydrant and hose reel services.

- **3 Copies** of a lighting plan in the building showing that the Artificial Lighting & Power comply with part J6 of the BCA for energy efficiency in that the Maximum illumination power density) does not exceed 7 W/m² (Watts per M²)

- **3 copies** of Mechanical Ventilation System designs (where applicable)
 - **Certificate of Compliance & Design** - in accordance with Reg 1507
 - **Mechanical Computations**

- **3 copies** of the BCA Section J energy efficiency report addressed all parts (Only applicable where the building is a conditioned space)