

CPCCBC4026A ARRANGE BUILDING APPLICATIONS AND APPROVALS

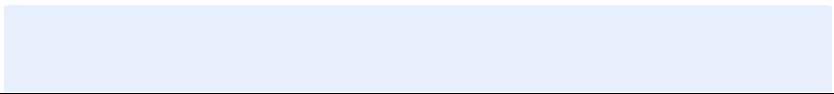
THEORY EXAM INSTRUCTIONS

- This exam will occur under standard assessment conditions.
 - An oral examination may be allowed under certain circumstances. Answers will be documented and FT003 (Oral examination declaration form) must be completed.
- Participants must provide enough detail in their responses to demonstrate their knowledge and skills.
- Please fill in the details below, providing your name, signature and date of assessment.
 - Your signature acknowledges that this is your own work.
- If a participant initially answers a question incorrectly but modifies their response, they must follow the instructions below:
 - If a participant changes their response in writing, they must put their initials next to the written change.
 - If a participant changes their response verbally, this must be noted on the exam paper by the assessor.

Participant name Rachell Macdonald

Participant signature 

Assessor name _____

Assessor signature 

Date 12/05/2017

Number of questions	Number of questions answered correctly	Satisfactory?	
		Yes	No
30		☐	☐

ASSESSOR COMMENTS

Q1. For the purpose of development applications, describe how 'development' is defined in Schedule 2 of the *Planning Act 2016* (Qld).

Answer Carrying out building work
Carrying out plumbing or drainage work
Carrying out operational work
Reconfiguring a lot (i.e. a subdivision)
Making a material change of use of premises (i.e. starting a new use, re-establishing a use that has been abandoned or changing the intensity or scale of the use).

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Q2. At which of the following stages would a development approval be sought? Tick your response.

Choice	Possible Answers
☒	Town planning stage
☐	Building approval stage
☐	Construction stage
☐	Final certification stage

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Q3. True or False (Tick your response): Building approval is separate to planning approval.

☒	True
☐	False

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Q4. Name two (2) types of approvals that may be sought for the building approval stage.

Answer Full Approval
Staged Approval

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Q5. For each of the external specialists categories listed below, identify the information and documentation they may provide for an approval application.

Answer	External specialist	Information and documentation provided	☐
	Building surveyors, quantity surveyors and site surveyors	site plans Contour and Detail Surveys Services Location Plans Boundary Identification Cadastral Surveys Construction Surveys Title Plans	
	Geotechnical and environmental specialists	Soil Classification Reports Flora and Fauna Surveys Environmental Management Plans Pollution incident response management plans Erosion and sediment control Report Planning reports, which should include statements about how the proposed development addresses City Plan and include the zone code, neighbourhood plan code (if applicable) and any relevant overlays	
	Structural, mechanical and electrical engineers	approved architectural or structural drawings Form 15 Design Certification and Drawings for each component	

Q6. Under the *Planning Act 2016* (Qld), what two (2) documents are required to support a development application?

Answer	A planning report and other technical reports that demonstrate how the development complies with Brisbane City Plan 2014 (City Plan) and, where applicable, the State Planning Policy (SPP) and the State Development Assessment Provisions (SDAP) Plans of the development	☐
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Q7. Under the requirements of the Brisbane City Council what documents are required to support a development application (in addition to those under Q6.)?

Answer	Completed Development Services lodgement for Land owner's consent Plans showing the extent of any demolition that is assessable development Floor plans Elevations drawn to an appropriate scale that show plans of all building elevations and facades, clearly labelled to identify orientation	☐
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Q8. When arranging for building approval through a building certifier, you must give them scaled and detailed plans. Who should these plans be prepared by?

Answer Registered Architects or Building Designers or Draftsmen.

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Q9. Name three (3) approvals that must be lodged through the Brisbane City Council, as opposed to through a building certifier.

Answer Any town planning matters that are not accepted development, subject to requirements under Brisbane City Plan 2014
Houses more than 9.5 metres in height from the natural ground level in the majority of residential zones
Redevelopment or removal of heritage and character buildings

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Q10. What should be considered when developing a plan for the process of lodging approval applications?

Answer It is essential to consider the scheduling required to obtain all of the required information.
-Clients expected completion date
-type of application
-availability of external specialists to facilitate certification documentation.

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Q11. True or False (Tick your response): The plan in Q10. should be submitted for approval.

Answer

☐	True
☒	False

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Q12. The council assesses development under the application types listed below. Describe each assessment type and whether the public must be notified.

Answer

Assessment type	Description
Code assessment	A code developed application is assessed against the codes identified for use within City Plan. It does not require public notification. Where an accepted development does not meet the acceptable outcomes of the relevant code, a code application is triggered for that aspect only.
Impact assessment	Development that must be assessed against all identified codes and City Plan as a whole to the extent relevant. This is to ensure all identified development impacts are addressed. These applications must be publicly notified to take into consideration the community views.



Q13. Identify two (2) stakeholders that may be impacted by a planning application. Describe the impact on each stakeholder and strategies that could be adopted to maximise their support of the planning application.

Answer

	Stakeholder 1	Stakeholder 2
Stakeholder type	Local Council	Neighbouring Property
Impact of planning application on stakeholder	Time investigating Applications and sourcing further information if not given.	Delay Decision notice, Appeals to be made etc, could greatly delay completion date of project
Strategies adopted to maximise stakeholder support	Assess all local Planning requirements and the impacts of your proposed development. Make a case for your impact assessment categories as to why they should be accepted.	Discuss their expectations and concerns prior to lodgement of application



Q14. Which part of the Brisbane City Council's City Plan should be referred to in order to establish whether your proposal will require an impact assessment?

Answer Part 5 of City Plan including Category of development and assessment table

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Q15. Name three (3) projects that are always deemed 'accepted development'.

Answer Building work to restore a building that has been accidentally damaged or destroyed to its original condition
Temporary buildings associated with a material change of use, building work or operational work (i.e. either accepted development, with or without requirements or development with a current development permit), where on a site for no more than two years
Sales office on a lot in a residential zone, centre zone, the Emerging community zone or the Mixed use zone, for no more than two years

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Q16. True or False (Tick your response): Projects that are 'accepted development, subject to requirements' do not need anything in writing from the Council to commence the activity, provided that a self-assessment has been carried out to ensure compliance with the relevant code.

Answer

☒	True
☐	False

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Q17. Apart from the *Planning Act 2016* (Qld), name two (2) types of building legislation considered during the building approval process in Queensland.

Answer The Building Act 1975 (Qld)
The Building Code of Australia (NCC)

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Q18. During the building approval process, which of the following issues are considered under various codes and regulations? Tick all that apply.

Answer

Choice	Possible Answers
☒	Building is soundly/safely designed and constructed
☒	Degree of fire safety
☒	Energy and water efficiency standards
☒	Protection from pests
☒	Sewerage and drainage

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Q19. Identify and describe two (2) industry standards that you may refer to when preparing a building application (e.g. to address Q18.).

Answer

Standard number	Description
AS/NZS 1170	Structural design actions Accompanied by Form 15 Design Certification
AS 3660	Termite management Termite Management System supported by Form 15 Design Certification

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Q20. Identify and describe two (2) regulations that you may refer to when preparing a building application.

Answer

Regulation name	Description
Building Act 1993 No.126	Main Purposes: -Regulate building work and building standards -to provide accreditation -provide a system for building and occupancy permits -regulate building practitioners and plumbers
The Plumbing Regulations 2008	derived from the Act and contain among other things: -defining scopes for the various classes of plumbing -setting out qualification and experience eligibility requirements for registration and licensing -the fees payable for registration and licensing -the technical requirements that work performed in specified classes of plumbing must comply with.

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Q21. Describe the importance of using document control processes when submitting an application.

Answer ☐ Having a Document Register will ensure you know and have the latest revisions of plans to be lodged. It will prevent conflicting plans and a potential "not properly made" action notice.

Q22. How the currency of a plan determined?

Answer ☐ By Reviewing the title block on the plan. It will show what revision that set of plans is and the date they were completed.
It may also be accompanied by a Form 15 Design Certificate if they are engineered plans.

Q23. True or False (Tick your response): To ensure continuing progress of your application, you should confirm the application status at appropriate intervals.

Answer ☐

☒	True
☐	False

Q24. What is the name of the electronic portal used to check applications submitted to the Brisbane City Council?

Answer ☐ PD Online - Brisbane City Council

Q25. Order the following stages from 1 to 6 to identify the application assessment process used by the Brisbane City Council.

Answer ☐

Stage Number	Stage
6	Appeals
1	Application
5	Decision and conditions
3	Information request
4	Public notification

2	Referrals
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Q26. True or False (Tick your response): If a planning application is incomplete at the time of lodgement, the Council will always issue a 'not properly made' action notice.

Answer

☐	True
☒	False

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Q27. The applicant has how many business days to comply with an action notice?

Answer 20

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Q28. Identify three (3) common application problems.

Answer Inadequate plans, such as illegible A3 size plans and missing details
Little or no supporting information, including failing to address the applicable codes
Conflicting reports and plans

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Q29. True or False (Tick your response): When considering an appeal, the applicant should seek private legal advice.

Answer

☒	True
☐	False

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Q30. Minor amendments to an application should be negotiated with which of the following parties? Tick all that apply.

Answer

Choice	Possible Answers
☒	Approval authority
☒	Client
☒	Organisation

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