

CPCCBC4026A ARRANGE BUILDING APPLICATIONS AND APPROVALS & CPCCBC4031A PROCESS CLIENT REQUIREMENTS

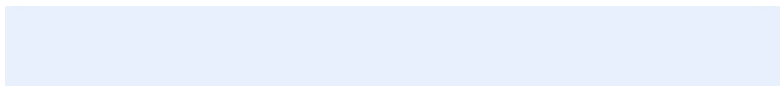
THEORY EXAM INSTRUCTIONS

- 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 Massimiliano Carante

Participant signature 

Assessor name _____

Assessor signature 

Date 15/01/2019

Number of questions	Number of questions answered correctly	Satisfactory?	
		Yes	No
56		☐	☐

Q1. Identify four (4) details you would try to establish about the client's design requirements.

Answer

- 1 Client's objectives and priorities of the project
- 2 Space, time and budget parameters are aligned with the client's vision and needs
- 3 Expectations are reasonable and attainable
- 4 Client's role and the project structure

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Q2. In what format should the client's design requirements be recorded?

Answer

A project brief

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Q3. Describe how explaining a product's strengths and limitations can ensure the client's design needs are met.

Answer

The client can be assured they have selected a product that is well matched

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Q4. Identify two (2) types of technical/product knowledge you should provide to a client who wishes to maximise sustainability.

Answer

May include source of product, availability in Bulk, lifespan of product.

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**Q5. Which of the following may be considered a restrictive covenant?
Tick all that apply.**

Answer	Choice	Possible Answers	☐
	☒	Limit on building heights	
	☒	Limit on fence heights	
	☒	Limit on retaining wall heights	

Q6. Why should your client be notified about restrictive covenants?

Answer	Because if a covenant is breached, legal action can be taken against the party breaching it	☐
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Q7. What document sets out what a client can build within the Council area?

Answer	Brisbane City Plan	☐
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Q8. Outline the requirements of the *Work Health and Safety Act 2011* with regards to the design of buildings.

Answer	The Work Health and Safety Act 2011 states in section 22 that there is a duty to ensure that the design does not pose risks to people using the building for its intended purpose	☐
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Q9. True or False (Tick your response): The client requesting a design from an architect automatically holds copyright of the design.

Answer	☐	True	☐
	☒	False	

Q10. Identify five (5) site features that would be identified when preparing a site plan.

Answer In a site plan you have to identify various features. Five of them are: site location, access, general layout and surface features, existing buildings, old foundations,

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Q11. Explain the role of a drilling rig in establishing site costs.

Answer It will gather samples for identifying the strength of the foundations and help identify any potential problems

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Q12. Identify three (3) site works activities that may be conducted by the builder.

Answer

- 1 Determining and setting out building or construction features
- 2 Earthmoving, using tracked or wheeled earthmoving equipment
- 3 Establishing personal and vehicle access and egress to and from the site

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Q13. Identify two (2) documents that a client would receive in relation to site investigations and costs.

Answer A ground condition report and a present condition report, plans, site photographs

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Q14. Identify two (2) disclaimers you may need to give a client with regards to site costs.

Answer

A first disclaimer for the client is that if during excavation worse conditions are encountered the foundation may need to be strengthened at additional cost. A second one is that if the site has a slope which requires cut and fill, the foundation may need to be stronger than the report recommendations at an additional cost

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Q15. Outline why it is important that the requirements (including variation requests) for sketch plans and drawings should be accurately communicated to drafting personnel.

Answer

It will ensure that time is not wasted. This way everyone can understand and agree on the work required at the concept design stage, before detailed sketches are developed

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Q16. What might be prepared by the architect to quickly and simply explore initial ideas for designs?

Answer

Concept drawing

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Q17. Name three (3) types of detailed plans that may be forwarded to the client for approval.

Answer

Plans, sections, elevations and 3D imagery

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Q18. Name three (3) costing details that should be able to be established from sketch plans.

Answer

Costs relating to floor areas, use types and likely forms of construction

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Q19. True or False (Tick your response): All documents should be sighted by the client, with details initialled.

Answer

☒	True
☐	False

☐

Q20. What of the following are preliminary contracts that a builder could ask a client to sign prior to signing the main contract? Tick all that apply.

Answer

Choice	Possible Answers
☒	Estimate
☐	Handover certificate
☒	Quote

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Q21. True or False (Tick your response): Pre-contract agreements may influence the final contract development.

Answer

☒	True
☐	False

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Q22. Identify one (1) standardised commercial building contract and explain the maximum value of the work it may be used for.

Answer

An example is the Commercial Minor Works Contract. It's a lump sum contract for minor commercial work up to the value of \$100,000

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Q23. Identify an appropriate standardised contract that would be appropriate for a house renovation exceeding \$20,000.

Answer

In Queensland the Level 2 – Renovation, Extension and Repair contract

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Q24. Which of the following parties could preliminary contracts be submitted to for checking and recording? Tick all that apply.

Answer	Choice	Possible Answers	☐
	☒	Contract association (e.g. Master Builders)	
	☒	Parliament	
	☒	Solicitor	

Q25. List two (2) permits that may need to be organised when preparing contract documents.

Answer	Permit for electricity supply and permit for rubbish/waste disposal	☐
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Q26. Outline the importance of preparing construction documents according to contract details.

Answer	It will ensure that other services meet the client's requirements. For example: materials orders are correct, and subcontractors are organised accordingly	☐
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Q27. For the purpose of development applications, describe how 'development' is defined in the legislation.

Answer	Under the Planning Act 2016 development is defined as: 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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Q28. At which of the following stages would a development approval be sought? Tick your response.

Answer ☐

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

Q29. True or False (Tick your response): Building approval is separate to planning approval.

Answer ☐

☒	True
☐	False

Q30. True or False (Tick your response): Full approval is one type of approval that may be sought for the building approval stage.

Answer ☐

☒	True
☐	False

Q31. 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	Details about the site or building
Geotechnical and environmental specialists	Details about the site and surrounding environment
Structural, mechanical and electrical engineers	Working drawings, plans and specifications. Details about how the structure meets required standards

Q32. Name two (2) documents that are required under legislation to support a development application.

Answer

1 - 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)

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2- Plans of the development

Q33. What documents are required by Council to support a development application (in addition to those under Q32.)?

Answer

• Completed Development Services lodgement form
• Erosion Hazard Assessment form
• Land owner's consent

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Q34. 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

A drafts person or architect

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Q35. Name three (3) approvals that must be lodged through the Council, as opposed to through a building certifier.

Answer

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

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Q36. What should be considered when developing a plan for the process of lodging approval applications?

Answer

It's essential to consider the scheduling required to obtain all of the required information. As such, it is crucial to consider the client's needs

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Q37. True or False (Tick your response): The plan in Q36. should be submitted for approval.

Answer

☒	True
☐	False

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Q38. 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	Within the Brisbane City Council, it must be assessed against the codes identified for use within the City Plan. Does not require public notification
Impact assessment	Within the Brisbane City Council, it must be assessed against all identified codes and City Plan as a whole to the extent relevant. These applications must be publicly notified to take into account the community's views

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Q39. 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	Clients, employees, staff, existing tenants, finance providers, interest groups, local community	Clients, employees, staff, existing tenants, finance providers, interest groups, local community	
Impact of planning application on stakeholder	Clients, employees, staff, existing tenants, finance providers, interest groups, local community	Clients, employees, staff, existing tenants, finance providers, interest groups, local community	
Strategies adopted to maximise stakeholder support	Clients, employees, staff, existing tenants, finance providers, interest groups, local community	Clients, employees, staff, existing tenants, finance providers, interest groups, local community	

Q40. Identify the Council documentation that outlines whether your proposal will require an impact assessment.

Answer	The Brisbane City Council City Plan part 5	☐
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Q41. Name three (3) projects that are always deemed 'accepted development'.

Answer	May include: Building work to restore building accidentally damaged/destroyed; Temporary building associated with a material change of use of building operational works; Sales office (2 years); Single satellite dish <1.2m (residential) or 1.8 (other zones); Development under Schedule 4 or Planning Regulation 2017; Works with current exemption certificate under s46 of the Planning Act 2016	☐
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Q42. 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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Q43. Other than legislation relating to planning, name two (2) types of building legislation/requirements considered during the building approval process.

Answer

In Queensland: Building Act 1975 and Building Code in Australia

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Q44. 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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Q45. Identify and describe two (2) industry standards that you may refer to when preparing a building application (e.g. to address Q44.).

Answer

Standard number	Description
AS 4100	Steel structures - Commentary (Supplement to AS 4100-1998)
AS2047	Windows and external glazed doors in buildings

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Q46. Identify and describe two (2) regulations that you may refer to when preparing a building application.

Answer

Regulation name	Description
Queensland's Building Regulation	Building Regulation of Queensland
Queensland's Plumbing Regulation	Plumbing Regulation of Queensland

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Q47. Describe the importance of using document control processes when submitting an application.

Answer

It will ensure that the most current documents are submitted

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Q48. How the currency of a plan determined?

Answer

Check the revision or issue

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Q49. 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

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Q50. Identify (and name, if applicable) whether there is an electronic portal used to check applications submitted to Council?

Answer

Brisbane City Council has PD online

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Q51. Order the following stages from 1 to 6 to identify the application assessment process used by the Council.

Answer ☐

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

Q52. 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

Q53. The applicant has how many business days to comply with an action notice?

Answer ☐ For Brisbane City Council: 20 days

Q54. Identify three (3) common application problems.

Answer ☐

Poor quality plans, unacceptable impacts, submissions from public notification that raise concerns, owner's consent not received

Q55. True or False (Tick your response): When considering an appeal, the applicant should seek private legal advice.

Answer ☐

☒	True
☐	False

Q56. 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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