

LET US HELP YOU  
**RESTUMP**  
YOUR HOUSE

**INFORMATION  
PACKAGE**



**NORTH BURNETT**  
REGIONAL COUNCIL



## A GUIDE TO RESTUMPING OF BUILDINGS

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### DOCUMENTATION

The following documents are required with your application:-

- (a) IDAS Forms 1 & 2 (attached) completed in full.
- (b) Stump layout plan.
  - To scale and dimensioned
  - Height at each corner of the building from ground level to u/s of bearer.
- (c) Elevation/Details of the stump type and footings to be used:-
  - Drawing to show proposed tie downs to bearers, footing dimensions, soil type etc.
- (d) Details and location of sub-floor bracing sets.
- (e) Details of any steel beams that are to be installed.

### STUMPS

Stumps must be either steel, timber or reinforced concrete as follows:-

- (a) Concrete stumps must be designed in accordance with AS3600 (e.g. have 4 x 12 r bars).
- (b) Steel stumps must be designed in accordance with AS4100 (e.g. 75sq x 4mmth wall RHS, 10mmth top plate and 8mmth bottom plate both fully welded to post).
- (c) Timber stumps must be designed in accordance with AS1684 (e.g. 250Ø ironbark or other termite resistant timber with sap removed below ground level).

### FOOTINGS

Footing depths vary depending on soil type, height of building and requirements for uplift and bracing. As a rule of thumb the depth should match the existing as a minimum (e.g. 750mm being a common depth for A & S sites, 900mm for M-D site and >1000m for H-D or worse sites).

All footings to have a minimum plan dimension of 400sq or 450Ø. Top of footing to finish 50mm minimum above finished ground level and to slope away from base of stump.

## TIE DOWNS

Floor beams must be fixed to top of stump with 2 x M10 bolts or equivalent. Bolt sizes may need to be increased depending on the uplift restraints required.

## BRACING

Bracing to stumps must be installed in the following locations if the stumps project more than 650mm out of the ground:-

- (a) Not more than 10m intervals , and
- (b) All corner stumps - in two directions.

Timber bracing must be connected with galvanised M12 bolts (minimum) or equivalent. Steel bracing rods are to be minimum of 12mm Ø.

## ADJUSTABLE HEADS

Reactive soil types are common in this Region. To try and minimise the effects of ground movement that occurs between dry and wet seasons you may wish to add adjustable heads to top of stumps. These are only suitable for steel stumps and need to be designed and certified by a registered practising structural engineer. Proprietary brands may be used (e.g. Stramit System).

## EXPLANATORY INFORMATION

GENERAL DEFINITION OF SITE CLASSES	
CLASS	FOUNDATION
A	Most sand and rock <i>sites</i> with little or no ground movement from moisture changes
S	Slightly reactive clay <i>sites</i> with only slight ground movement from moisture changes
M	Moderately reactive clay or silt <i>sites</i> which can experience moderate ground movement from moisture changes
H	Highly reactive clay <i>sites</i> which can experience high ground movement from moisture changes
E	Extremely reactive clay <i>sites</i> which can experience extreme ground movement from moisture changes
P	<i>Sites</i> which include soft soils, such as soft clay or silt or loose sands; landslip; mine subsidence; collapsing soils; soils subject to erosion; reactive <i>sites</i> subject to abnormal moisture conditions or <i>sites</i> which cannot be classified otherwise

**NOTE: EACH DRAWING IS TO HAVE**

- Job and page numbers and title of drawing
- Name and original signature of author
- License details/number of author

# SUBMITTING AN APPLICATION

The application is not deemed as being received unless all of the following information is received at the time of submission to Council:-

1. **IDAS Form 1 and 2** (attached) completed in full with the **required fee**.
2. **Documentation as per attached checklist**.

Plans must be submitted to Council in triplicate and must be of a good drafting standard. If the applicant is not familiar with the requirements of the *Building Act 1975* and the *Building regulation 2006*, it would be to their advantage to consult a licensed Building Designer, Architect, or other person who has knowledge of the Act and Regulations. Refer to the attached list of consultants.

**A plan is a document that should contain enough information presented in such a way that it is possible to construct the building or structure from it. It should contain information (where applicable) as listed in the attached sheet entitled 'MINIMUM LEVEL OF DETAILS TO BE INCLUDED'.**

3. **On Site Sewerage Treatment Unit/Septic Tank/Composting Toilet Applications** are made with the Building Application. Unless otherwise advised, it shall be accompanied by one (1) copy of the Percolation Test Report and three (3) copies of the Effluent Design/Drainage Plan for the proposed sewerage and sullage waste water disposal; (per AS 1547) prepared by a licensed hydraulic engineer or other appropriate person to achieve the requirements of the Percolation Test Report.
4. **Proof of Payment of Portable Long Service Leave Levy (Qleave) Receipt** is required at the time of Lodgment of a Building Application where the value (labour and materials) exceeds \$80,000. The payment of this fee is to be made at any Australia Post Office or online at [www.qleave.qld.gov.au](http://www.qleave.qld.gov.au).
5. **SAA Wind Loading Code AS 1170 - Part 2 Wind Forces**. The North Burnett Region is geographically located with parts in Region A and parts in Region B (See figure 2.1 AS 4055-2006). It is the applicant's responsibility to determine the correct wind rating and if in doubt should retain the services of a Registered Professional Engineer of Queensland (RPEQ).
6. **Owner Builders** are required to obtain an Owner Builders Permit if the work is \$11,000 or more. If less than \$11,000, a Permit is not required. The Permit number is to be inserted in the allocated space provided on Part B of IDAS Form 2.
7. **QBCC Insurance** - other than for Owner Builders, proof of payment of the Queensland Building and Construction Commission statutory insurance scheme must be provided at the time of lodgment of the application.

# HOW TO APPLY FOR A OWNER BUILDER PERMIT?

See below on how to apply to the Queensland Building and Construction Commission (QBCC) for a permit, how to determine the value of the work and warnings in relation to being an owner builder.

## HOW DO I APPLY FOR A PERMIT?

Applying for a permit involves completing an application form, paying the permit fee and providing QBCC with proof of identification and specific proof of ownership or sufficient legal interest in the property.

If the value of work (labour & materials) is over \$11 000, you will be required to complete an Owner Builder Course run by a course provider recognised by QBCC. The course must be completed by one of the people on the title of the property unless leasing. An Owner Builder Course Certificate must be less than 5 years old at the time of application. Courses are presented in lecture style or through correspondence. A list of Course providers is available from QBCC offices or QBCC's website [www.qbcc.qld.gov.au](http://www.qbcc.qld.gov.au) under Homeowners.

## VALUE OF BUILDING WORK

It is important that you understand what 'value of building work' means. 'Value of building work' is defined in the QBCC Act as an amount representing the reasonable cost to a consumer of having the work carried out by a licensed contractor on the basis that all building materials are to be supplied by the contractor (whether or not the work is in fact carried out by a licensed contractor on that basis).

This means when you calculate the estimated value of building work you must include the cost of materials and the cost a licensed contractor would charge you for the work.

## WARNING - NO INSURANCE PROTECTION!

By becoming an Owner Builder you forfeit your right to QBCC insurance on the building work. QBCC insurance protects consumers who have a contract with an appropriately licensed contractor to perform residential building work. This insurance cover assists consumers in cases where:

- the contractor fails to complete the building work for reasons that are not the consumers fault;
- the contractor fails to rectify defective work; and
- the building suffers from the effects of subsidence or settlement.

As an Owner Builder, your role is that of head or main contractor and you will be personally responsible for dealing with individual subcontractors if there are any problems with workmanship. By contrast, if you were to engage an appropriately licensed contractor to perform the whole job, you would only have to deal with that contractor - they then hold the responsibility of dealing with subcontractors - and if they fail to correct a defect you are able to use the services of QBCC's dispute resolution service and you may be able to claim QBCC's Insurance. This service is not available to Owner Builders.

When you are issued an Owner Builder Permit a notification is entered onto the property title for a minimum of seven years. This is detailed more fully in your permit; however, in some instances it can affect the sale of your property.

## WARNINGS

If—

- (a) building work is carried out on land by a person who is not licensed to carry out that building work; and
- (b) the land is offered for sale within 6 years after completion of the building work; the vendor must, before the contract of sale is signed by the purchaser, give the prospective purchaser a notice containing details of the building work and a warning in the form required by regulation.

If a notice is not given as required by this section, the vendor will be taken to have given the purchaser a contractual warranty (which operates to the exclusion of any inconsistent provision of the contract of sale) that the building work was properly carried out.

# HOW LONG WILL IT TAKE FOR MY BUILDING APPLICATION TO BE APPROVED?

Your building application is assessed using the Integrated Development Assessment System (IDAS). This system is **MANDATORY** for all local authorities to follow in assessing any type of development application. It is part of the Sustainable Planning Act 2009, which is State Government Legislation.

Your BUILDING APPLICATION will be approved based on a number of matters such as:

- The information you provide as part of the application; and
- The relevant forms being completed correctly by you; and
- Payment by you of all the relevant statutory and local government fees; and
- The time lines included in the provisions of the IDAS process.

Council will follow the IDAS process as follows:

1. You will submit your application with the necessary plans, application and statutory fees.
2. Council will peruse the application to determine if it is properly made and if so accept it. If it is not properly made you will be informed and have to resubmit it with the adjustments the relevant officer has informed you are required. Council can accept an application if it is not properly made if there are only minor issues involved.
3. If the application is deemed to be properly made, the clock starts ticking. If all the information that has been submitted is sufficient for the application to be assessed by our Building Surveyors, Council has **20 working days** from the day it is accepted as a properly made application to make a decision. Council can extend this period by another **20 working days** but **MUST** inform you in writing that the additional time is required. Provided there are no issues with the application **it should be approved within 20 working days** of you submitting it.
4. If Council accepts your application as a properly made application and commences to assess it, a clarification or a request for more information can be made. This is called an Information Request. Council has **10 working days** from when it accepts the application to issue an Information Request. The assessment period does not start until you have responded to the Information Request and you have 12 months to do so. At that time, if you have not responded, Council will deem the application to have lapsed. Once you satisfactorily respond, the clock starts ticking again. The time line detailed above commences. Council has 20 working days plus 20 working days notified in writing to make a decision. Therefore, you **should receive approval within 20 days** of providing the information requested of you.

## CONSULTANTS

The following is a list of consultants who have worked or are currently doing work in the North Burnett Region. Names of others can be found in the phone book (yellow pages)

**NOTE:** This list has been compiled to assist applicants. Council does not take responsibility for any errors or omissions and consultants are **NOT** listed in any order of preference. Council does **NOT** offer advice or make recommendations about consultants.

### ARCHITECTS

1. Bronwyn Innes  
BUNDABERG QLD 4670  
Ph/Fax: 4151 3377  
Mob: 0412 426 476
2. Keystone Architects  
MARYBOROUGH QLD 4650  
Ph: 4123 1005 Fax: 4123 1001

### LICENSED BUILDING DESIGNERS

1. Arthur Martin Design & Drafting  
DALBY QLD 4405  
Ph: 4662 1403 Fax: 4669 8049
2. Payten & Rodger  
HERVEY BAY QLD 4655  
Ph: 4124 6071
3. King Architectural Engineering  
IPSWICH QLD 4305  
Ph: 3812 3443
4. Coast Wide Plan and Design Service  
BURRUM HEADS QLD 4610  
Ph: 4129 0203 Fax: 4129 0203
5. Suncoast Drafting Services  
HERVEY BAY QLD 4655  
Ph: 4128 4987
6. Michael Russell Design and Drafting  
MARYBOROUGH QLD 4650  
Ph: 4123 3654 Fax: 4123 5554
7. John Poulsen Building Design & Drafting  
BUNDABERG QLD 4670  
Ph: 0427 593682
8. John Gately Building Design  
BUNDABERG QLD 4670  
Ph: 4153 1183 Fax: 4152 3958
9. Greg Pershouse & Assoc P/L  
BUNDABERG QLD 4670  
Ph: 4151 8350
10. TR & SL Roper Drafting  
CHILDERS QLD 4660  
Ph: 41263110  
Mob: 0412 786330
11. Megan Maher Computer Drafting  
MARYBOROUGH QLD 4650  
Ph: 41223674

### HYDRAULICS CONSULTANTS

1. Cliff Searle  
Water Wise Design  
TORQUAY QLD 4655  
Ph/Fax: 4125 3510 MOB: 0416 062 487
2. Keith Lees  
Lees Consulting  
WARANA QLD 4575  
Ph: 5437 7660
3. Coast Wide Plan and Design Service  
BURRUM HEADS QLD 4610  
Ph: 4129 0203 Fax: 4129 0203

### TOWN PLANNERS

1. Insite SJC  
BUNDABERG QLD 4670  
Ph: 4151 6677
2. Angelo Oliaro Town Planning  
HERVEY BAY QLD 4655  
Ph: 4125 6887
3. Leddy Sergiacomi & Assoc Pty Ltd  
BUNDABERG QLD 4670  
Ph: 4152 9822
4. Urban Planet Town Planning Consultants  
HERVEY BAY QLD 4655  
Ph: 4128 2888

### SOIL TESTERS

1. Wide Bay Geotechnical Services P/L  
PIALBA QLD 4655  
Ph: 4124 3677 Fax: 4128 3284
2. Dirts (QLD.) P/L  
PIALBA QLD 4655  
Ph: 4124 5533 Mob: 0419 754 598
3. CM Testing Service  
WEST BUNDABERG QLD 4670  
Ph: 4152 7644 Fax: 4152 1405



## SURVEYORS

1. JB Serisier & Associates  
MUNDUBBERA  
Ph: 4165 4468
2. Wayne Say & Associates Pty Ltd  
CHILDERS QLD  
Ph: 4126 2555
3. O'Reilly, Nunn, Favier  
KINGAROY QLD  
Ph: 4162 2647

## ENERGY EFFICIENCY CONSULTANTS

1. McCutcheon MacDonald  
HERVEY BAY QLD 4655  
Ph: 4124 2454 Fax: 4124 2323
2. Q- Bears  
SPRINGWOOD QLD 4127  
Ph: 1300 304 313 Fax: 1300 307 331
3. Clyde Anderson Pty Ltd  
COORPAROO QLD 4151  
Ph: 3394 2886 Fax: 3394 1939
4. EMF Griffiths  
Ph: 32542788 Fax: 32542799
5. Rebecca Hunt  
BARGARA QLD 4670  
Mob: 0418 980 465
6. Z & N Jovanovic  
Mt Ommaney Q 4074  
Ph: 3376 4319 Mob: 0411 801 605

## FIRE DESIGN ENGINEERS

1. Ferm Engineering Pty Ltd  
SALISBURY QLD 4107  
Ph: 3274 5900
2. Chris Odgers  
BRAY PARK QLD 4500  
Ph: 3205 2370 Mob: 0409 267 075

## ELECTRICAL/MECHANICAL ENGINEERS

1. McCutcheon MacDonald  
HERVEY BAY QLD 4655  
Ph: 4124 2454 Fax: 4124 2323
2. Cushway Blackford & Assoc Pty Ltd  
Gympie Office contact:-  
Steven Tramacchi  
Ph/Fax: 5486 6325  
Mob: 0411 741 766
3. Ashburner Francis  
WEST END QLD  
Ph: 3510 8888 Fax: 3510 8899
4. EMF Griffiths  
Ph: 3254 2788  
Fax: 3254 2799

## ENGINEERS (STRUCTURAL, CIVIL, HYDRAULICS)

1. Opus International  
GAYNDAH QLD 4625  
Ph: 4161 2400 Mob: 0407 629 526
2. GJ Brandon & Assoc P/L  
CHINCHILLA QLD 4413  
Ph: 4668 9351
3. Holmes McLeod Consulting  
Engineers  
MARYBOROUGH QLD 4650  
Ph: 4121 4344 Fax: 4123 3144
4. Larkin Teys Consulting  
TOOWOOMBA QLD 4350  
Ph: 4639 3620 Fax: 4639 2487
5. Leddy Sergiacomi & Associations P/L  
BUNDABERG QLD 4670  
Ph: 4152 9822 Fax: 4152 4114
6. Cardno  
PIALBA QLD 4655  
Ph: 4124 5455
7. Tony Wright Building Design  
SCARNESS QLD 4655  
Mob: 0429 859

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