

# NORTH BURNETT REGIONAL Building Information

## Restump / House Raising

### Info Sheet

This information sheet explains the requirements for a building permit to restump or raise a dwelling.

# 5

### A Building Permit -

is a Development Permit to 'Carry Out Building Work', and must be obtained for all building work proposed on any land within the Region. Building work is defined as -

- a) building, repairing, altering, underpinning (whether by vertical or lateral support), moving or demolishing a building or other structure; or
- b) excavating or filling—
  - i) for, or incidental to, the activities mentioned in paragraph (a); or
  - ii) that may adversely affect the stability of a building or other structure, whether on the land on which the building or other structure is situated or on adjoining land; or
- c) supporting (whether vertically or laterally) land for activities as in paragraph (a);
  - i) other work regulated under the building assessment provisions, other than Development Assessment Rules.

### IS A LICENCE REQUIRED?

Unless an exemption applies, a QBCC contractor's licence is required to carry out or undertake to carry out restumping of a building if the value of the work exceeds \$3,300 (including the cost of materials).

#### Building work not requiring a licence

- Work personally performed by the owner of land if the work value is \$11,000 or less.

#### Building work exempted under the QBCC Act from requiring a contractor licence

- An employee of an appropriately licensed contractor;
- A subcontractor of an appropriately licensed trade contractor;
- A person in partnership with an appropriately licensed person;

## DOCUMENTATION

The following documents are required with your application:-

- (a) DA Form 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 >1000mm 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.

**NOTE:** Lifting a building on site may require QDC Concurrence Approval where setbacks are not compliant due to the height of the lift.

## 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).

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

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

Your building application is assessed using the Development Assessment Rules. This system is **MANDATORY** for all local authorities to follow in assessing any type of development application. It is part of the *Planning Act 2016*, 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 Development Assessment Rules.

Council will follow the Development Assessment Rules process as follows:

1. You will submit your application with the necessary plans, application and statutory fees.
2. Council will check the application to determine if it is properly made and if so accept it. If it is not properly made you will be issued with an action notice and the stated items will need to be submitted. Council has 10 business days to issue this notice. The applicant has 20 business days to respond and lodge the required documentation otherwise your application will be deemed not properly made and will be returned to the applicant with 80% of the paid fees.

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 and the information that has been submitted is sufficient for the application to be assessed by our Building Surveyors, Council has **35 business days** from the day it is accepted as a properly made application to make a decision. Provided there are no issues with the application **it should be approved within 35 business days** of being submitted.
4. If the application is deemed to be properly made application and assessment commences, but during this assessment further information is required, a request for information notice can be issued to the applicant. Council has **10 working days** from when the application is accepted to issue an Information Request. The assessment period pauses until the applicant has responded to the Information Request. The applicant has three (3) months to do so. If this time lapses and the applicant has not responded, Council will continue to assess the application, but it is extremely likely that the building application will NOT be approved. Once the information request has been satisfactorily responded to, the clock starts ticking again on the decision making period. Council has 35 business days less any time initially taken to issue the information request to the applicant to issue the decision notice.

## Contact Us

Please don't hesitate to contact Council's Development Services Department should you require more information about making an application.

**Mailing Address:** PO Box 390, Gayndah QLD 4625

**Phone:** 1300 696 272

**Email:** [admin@northburnett.qld.gov.au](mailto:admin@northburnett.qld.gov.au)

**Website:** [www.northburnett.qld.gov.au](http://www.northburnett.qld.gov.au)

## Still need help?

This information sheet summarises the key matters to consider for people considering carrying out dwelling building work. The process and legal aspects relating to property and development can be complex and confusing. Council's development services staff may be able to help.

Sometimes however it may be advisable for you to obtain your own professional help from a qualified practitioner such as a Building Designer, Architect, Engineer, Surveyor, or Town Planner.

**DISCLAIMER:** The onus is fully on the owner and/or builder to design, construct and maintain the building work in accordance with Manufacturer's specifications, Building Code of Australia and referenced Australian Standards, and Council's Policy Statements as issued from time to time. North Burnett Regional Council (and its officers and agents) expressly disclaim responsibility for any loss or damage suffered as a result of placing reliance upon this information.

# CONSULTANTS

The following is a list of consultants who have worked or are currently doing work in the North Burnett Region. Other consultants may be found online or in yellow pages business directory.

**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. Core Architects  
HERVEY BAY QLD 4655  
Ph: 4128 4466
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 Design Group  
HERVEY BAY QLD 4655  
Ph: 4191 4115
3. Michael Russell Building Design  
MARYBOROUGH QLD 4650  
Ph: 4123 3654 Fax: 4123 5554
4. John Poulsen Building Design  
BUNDABERG QLD 4670  
Ph: 0427 593 682
5. John Gatley Building Designs  
BUNDABERG QLD 4670  
Ph: 4153 1183 Fax: 4152 3958
6. Greg Pershouse & Assoc Pty Ltd  
BUNDABERG QLD 4670  
Ph: 4151 8350
7. TR & SL Roper Drafting  
CHILDERS QLD 4660  
Ph: 4126 3110 M: 0412786330
8. Megan Maher Computer Drafting  
MARYBOROUGH QLD 4650  
Ph: 4122 3674
9. Hervey Bay Design Group  
HERVEY BAY QLD 4655  
Ph: 4124 1561
10. Bespoke Building Design  
HERVEY BAY QLD 4650  
PH: 4128 9065

## HYDRAULICS CONSULTANTS

1. Water Wise Design  
TORQUAY QLD 4655  
Ph: 4125 3510 M: 0416062487
2. Lees Consulting  
WARANA QLD 4575  
Ph: 5437 7660
3. Coastal Wastewater Specialists  
HERVEY BAY QLD 4655  
Ph: 4128 8019
4. Engage Consulting Engineers  
MARYBOROUGH QLD 4650  
Ph: 4121 4344
5. Enviro Water Design  
HERVEY BAY QLD 4655  
M: 0427 287 600
6. Trevor Endres  
MARYBOROUGH QLD 4650  
Ph: 4123 5973

## SOIL TESTERS

1. Wide Bay Geotechnical Services  
PIALBA QLD 4655  
Ph: 4124 3677 Fax: 4128 3284
2. DIRTS (QLD) P/L  
URANGAN QLD 4655  
Ph: 4125 4862
3. CM Testing Service  
WEST BUNDABERG QLD 4670  
Ph: 4152 7644
4. Engage Consulting Engineers  
MARYBOROUGH QLD 4650  
Ph: 4121 4344

## ENGINEERS (STRUCTURAL, CIVIL, HYDRAULICS)

1. Tony Wright Building Design  
SCARNESS QLD 4655  
M: 0429 859 596
2. Brandon & Associates  
CHINCHILLA QLD 4413  
Ph: 4668 9351
3. Holmes McLeod 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 & Assoc P/L  
BUNDABERG QLD 4670  
Ph: 4152 9822 Fax: 4152 4114
6. Cardno  
PIALBA QLD 4655  
Ph: 4124 5455
7. Engineers Plus  
HERVEY BAY QLD 4655  
Ph: 4128 3955

# APPLICATION LODGEMENT CHECKLIST

## RESTUMP / HOUSE RAISING

This form, completed by the Applicant, is to be lodged with the Building Application. It is the responsibility of the Applicant to ensure that all these details are correct and provided to Council in order to ensure Approval of your Application. All fees associated with this application to be provided at time of lodgement. Government legislation requires the payment of portable long (Qleave) service entitlements be made prior to issue of Development Permit. Building plans and application will not be accepted by Council until all information as listed below has been submitted.

**APPLICANTS NAME:** .....

**BUILDING SITE ADDRESS:** .....

MANDATORY DOCUMENTATION AT LODGEMENT		APPLICANT CHECK	COUNCIL CHECK
1.	Development Assessment form 2 completed (and others if required)		
2.	Relevant local authority application fee.		
3.	If a registered builder is nominated and the cost of the work exceeds \$3,300, then a receipt of Qld Building Services Authority insurance levy <b>OR</b> If an Owner Builder project, then a copy of the Owner Builder Number advice provided by the Qld Building Services Authority		
4.	1 copy of stump layout plan - <ul style="list-style-type: none"> <li>• To scale and dimensioned</li> <li>• Height at each corner of the building from ground level to u/s of bearer.</li> </ul>		
5.	Elevation/Details of the stump type and footings to be used:- <ul style="list-style-type: none"> <li>• Drawing to show proposed tie downs to bearers, footing dimensions, soil type etc.</li> </ul>		
6.	Details and location of sub-floor bracing sets.		
7.	Details of any steel beams that are to be installed.		

**A plan is a document that should contain sufficient information enable a full assessment to be made, and presented in such a way that it is possible to construct the building or structure from it. Council's Certifiers may request plans and documents be redesigned by relevant professionals in the areas of design if it is determined these documents are insufficient.**

**NOTE: Each drawing is to have job, page number, title of drawing and original signature of author License details / number of author**

