

Sheet 16: Obtaining a BCA Classification for a Building Constructed Prior to 30 April 1998 or for a Change of Use

Purpose of This Information Sheet

This document relates to processes detailed in s111 and s123 of the *Building Act 1975*, ie:

- s111: The owner of a building may apply to the local government for a BCA (Building Code of Australia) Classification or Use Change,
- s123: If a building was constructed before 30 April 1998, the owner may apply to the local government for a certificate of classification for the building.

Legislation Source

- Building Act 1975 –s100-123
- Building Code of Australia for Class 2-9 type buildings
- Building Regulations 2006
- Current Planning Scheme which has jurisdiction over the property (see Council website)

Lodgement of Application

The application may be lodged with Council at 25 Normanby Street, Yeppoon (Town Hall)

Documentation Required to Lodge an Application

Application Form:

- s111 of the Building Act 1975 requires the application to be in the approved form and include enough information about the proposed change for assessment against relevant provisions: The approved form refers to Building Act Form 13 – available on website www.hpw.qld.gov.au .

The 'information' will involve the following as a minimum:

- Site plan detailing the location of all the buildings on the property and highlighting the building, or part thereof, which is relevant to the application, road boundaries, north point, any carparking and entry/exit thereto, location of any external fire safety equipment/fixtures.
- Floor plan showing detail of room layout, location of fire safety equipment/fixtures/signage.
- If new work is proposed:-
 - Construction details of same
 - Design details from Registered practicing engineer of Queensland, including Form 15.
- If the building contains special fire services then provide a compliance report from the Queensland Fire and Rescue Services.
- Any other information considered relevant to the assessment of the application eg Certificate from Qld Fire and Rescue Service for compliance with fire safety regulations.

Council reserves the right to request further information or conduct more than one inspection as considered necessary to be satisfied the building complies with the applicable building classification. Be aware planning approval may be required where the proposed change of use triggers the requirement for planning approval.

Enquiries

Contact the Building Construction Services Section of Council if Council is the assessing officer.