

# **BUILDING APPLICATION FORMS**

The Integrated Planning Act (IPA) is the foundation of Queensland's planning and development assessment legislation. Under the IPA there is a step-by-step process for making, assessing and deciding development applications in Queensland. This process is called the Integrated Development Assessment System, or IDAS.

Standard IDAS forms are required to be submitted whenever "development" occurs. The term development includes the following activities:

- Carrying out building work—eg constructing an office building or demolishing a house.
- Carrying out operational work—eg laying out the roads and services in a new subdivision or clearing vegetation on freehold land.
- Reconfiguring a lot—eg subdividing land.
- Making a material change of use of premises—eg converting a residential property into a business premise.

## **What forms are required?**

IDAS Form A & Form B and the All Construction Approvals engagement form.

## **What questions do I need to complete?**

### **PART A**

Part A contains the common details that must be provided for all IDAS development applications. For a standard domestic building application with **All Construction Approvals**, the following questions are compulsory and must be completed:

- Applicants details
1. Local government area in which land is situated (e.g. Cairns City). Property address and lot on plan description, can be obtained from a rates or title search
  2. Not applicable (N/A)
  3. Area of land (rates notice or title search).
  4. Current use of land

5. Easement information (rates notice or title search)
6. Proposal details
7. New building work
8. Resource entitlement (generally not applicable).
9. Owners consent
10. Q-Leave applicability.
11. Q-Leave applies is cost of work is greater than \$80,000.00
12. Q-Leave payment details

### **PART B**

Part B includes questions relating to the building work being carried out. Answering of all applicable questions is necessary for any structural building work assessable against the Building Act 1975.

1. Nature of building work and description of works/changes to be undertaken.
2. Previous approvals such as Material change of use, hillslopes, character precinct
3. Total dollar value of the building work. Builder's details (complete as asked). Owner's name and contact details — compulsory (include address)
4. Construction materials
5. What best describes the dwelling type? (The type of dwelling already on the property or, if an application is for a new dwelling, what type it will be).
6. Release of owner's details.
7. Reason's for refusal to release details

## **What plans do I need to supply?**

Refer to our "Checklists" for dwellings, minor works and swimming pools.

### ***More Information***

For more information on completing an IDAS application form and the plans required, you can visit the following website:

[www.ipa.qld.gov.au](http://www.ipa.qld.gov.au)