



INFORMATION GUIDE

A Guide for New Houses and House Extensions

Development Plan Consent

All forms of development require Development Plan consent. Each proposal is assessed by the relevant Development Plan, the Development Act and the Development Regulations 1993. The Development Plan sets out provisions dealing with the design and location of development and includes matters such as zoning and design criteria.

In the assessment of an application for Development Plan Consent the following is determined :-

- The kind of development (complying, non-complying and development on consideration of merit)
- The relevant authority for the application
- Whether the application needs to be referred to prescribed bodies or other Government agencies
- Whether the public needs to be notified of the application

Building Rules Consent

Building Rules consent is applicable to all development where building work is involved unless exempted by the Regulations. Each proposal is assessed with regard to its conformity with the technical requirements of the Building Rules by either the relevant authority or private certifier.

An application for building consent is assessed against the technical requirements of the Building Code of Australia, South Australian Housing Code, Development Act, Development Regulations 1993 and other relevant standards to ensure structural adequacy.

When granting Building Rules consent the Building Department may assess an application on the following but is not limited to :-

- Structural adequacy
- Fire Safety
- Health and safety of the building

New Houses & House Extensions

Residential development should comprise a range of housing types and styles to meet the diverse needs of the population. Houses and house extensions can be designed to various types of low and medium densities and can be one to two storeys in height.

How is an application made?

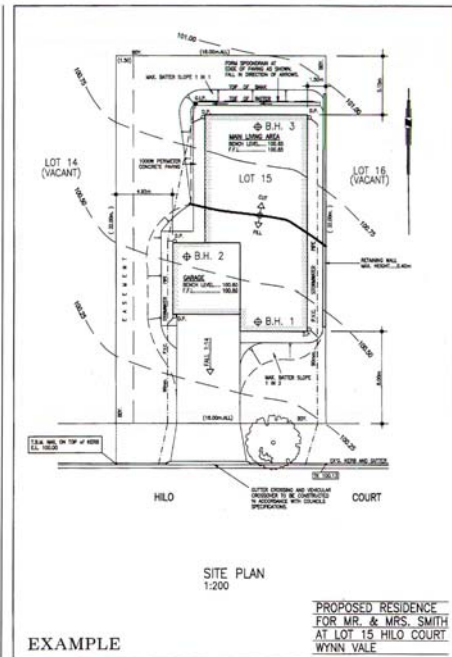
A Development Application is made by submitting a Development Application Form, which is available from the Council Office, information relevant to your proposal and payment of the relevant fee. To avoid unnecessary delay, the information submitted with your application form should include the following:

- 1 The site plan must be drawn to a minimum scale of 1:500 (Recommended Scale 1:200) showing:**
 - Allotment boundaries, dimensions and position of any easements;
 - Positions and dimensions of existing and proposed building(s), structures, driveways,
 - Fencing and trees relative to the site boundaries;
 - The purpose for which any existing or proposed buildings or structure on the site is intended to be used;
 - Site levels and floor levels in relation to any street, drainage channel or Council drain;
 - Method of drainage; and
 - Approximate north point.

Example of a Site Plan

Schedules SOUTH AUSTRALIAN HOUSING CODE

EXAMPLE OF DOCUMENTATION TO BE PROVIDED TO THE APPROVING AUTHORITY



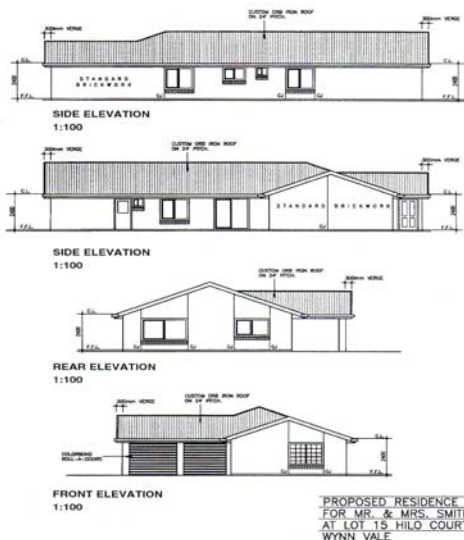
Elevation Drawing

Elevation showing front, rear and side view of the structure, including construction materials and height to the eaves and the ridge of the roof to the scale of 1:100.

Example of Elevation Plan

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EXAMPLE OF DOCUMENTATION TO BE PROVIDED TO THE APPROVING AUTHORITY



Floor Plan

Information may be included on a floor plan:

- Floor plan indicating dimensions of building work
- Size and location of posts
- Size and spacing of all support beams and fascia's
- Brand name, type and pitch of roof cladding
- Heights and ceiling levels
- Type of outer wall cladding
- Control joints
- Location and size of window and door openings

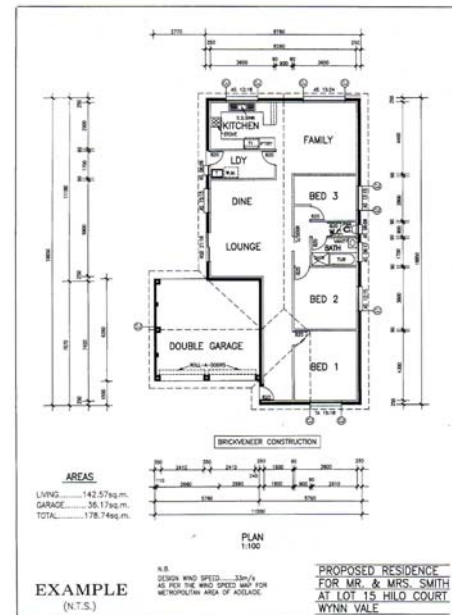
Example of a Floor Plan

SOUTH AUSTRALIAN HOUSING CODE

Schedules

EXAMPLE OF DOCUMENTATION TO BE PROVIDED TO THE APPROVING AUTHORITY

Amend 3
July 1999



4. Technical Drawings

The technical drawings must contain the following information:

- Size and locations of structural members.
- Details/sections as required, drawn to a scale not less that 1:20.

5. Specifications

The specifications outline materials and workmanship which comply with the Development Act & Regulations 1993 unless noted on the Technical Drawings. Standard specifications such as those available from the Masters Buildings Association and Housing Industry Association are satisfactory provided the irrelevant clauses are deleted and any additional requirements are added.

6. Calculations

Calculations or reports (i.e. Structural Computations, Footing and Geotechnical Reports, etc) are required to verify designs not covered in standard tables.

7. Indemnity Insurance

Builders are required under the *Building Work Contractors Act 1995* to take out a policy of building indemnity insurance to cover domestic building projects where the work costs over \$12,000 and requires Council approval. Builders are prohibited from commencing building work until the insurance is in place and Councils will require the certificate of insurance to be lodged with them as part of the development approval process.

Indemnity Insurance is designed to protect home owners against losses caused by death, disappearance or insolvency of their Builder during the construction period or for a defined period of time after completion.

8. Construction Industry Training Levy

Construction Industry Training Board Levy (CITB) must be paid if the estimated cost of development exceeds \$15,000. This form should be completed by the project owner, the builder, main contractor or owner/builder. The payment must be made to the "(CITB)" and NOT to Council (as indicated on the CITB form), however the forms can be collected from the Council's front counter. Council approval cannot be given until the (CITB) is paid and a certificate is received.

The Construction Industry Training Board (CITB) was established under the South Australian Construction Industry

Training Fund Act 1993 to implement training programs across all three sectors of the building and construction industry (Housing, Commercial and Civil). Funds for this training are paid in the form of a levy by "Project Owners" (generally the main builder or contractor or the owner builder).

The CITB collects revenue by way of a levy of 0.25 percent of the value of building and construction work (estimated cost of development). This revenue is invested back into the industry in the form of expenditure on training.

Properly structured training programs are vital if South Australia is to maintain a skilled workforce with high standards, and be internationally competitive in the construction industry.

CITB-managed or funded training is designed by the industry for the industry. Training takes place in metropolitan and regional areas it is relevant and tailored to the needs of specific sectors.

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EXAMPLE OF DOCUMENTATION TO BE PROVIDED TO THE APPROVING AUTHORITY

Amend 7 Aug 2002

LEVY PAYMENT FORM

Construction Industry Training Board

TWO METHODS OF PAYMENT AVAILABLE - CHOOSE ONE THAT SUITS YOU BEST.

OPTION 1
Use the convenience of credit card payment through our website. Simply go to www.citb.org.au and the online credit card payment link.
IF YOU USE THIS ELECTRONIC ON-LINE PAYMENT OPTION, YOU DO NOT NEED TO COMPLETE THIS FORM

OPTION 2
Complete the following details and return with your levy payment.

OFFICE USE ONLY

Project ID: _____

DATE: _____

Levy Paid \$: _____

Field No: _____

Change No: _____

Range No: _____

Signature: _____

LEASE NOTE: This form must be completed by the "Project Owner" in the terms of the SA Construction Industry Training Fund Act 1993 (see reverse for details) or the duly authorized agent of the "Project Owner".
Signatures of who completes this form, the liability for payment of the CITB levy remains with the "Project Owner".

ONE: Builder/Contractor Name and Address (Customer ID known) _____
B B O T H O U S E C O N S T R U C T I O N
P O B O X 4 X 4
W O O D V I L L E S A postcode 5011

TWO: Developer/Owner Name and Address (Levy on only Developer / Owner ID) _____
M R S M R S S M I T H
2 B R O L O N C R T
B L A C K H I L L S postcode 5111

THREE: Local Council where work is to be carried out (Levy on only Council ID) _____
T E A T R E E G U I L L Y

FOUR: Description of Construction (Mark tick only and) _____
 House - residential/retail Commercial - residential Flat and other wing
 House - other Commercial - other Extension/altering Landscaping
 Renovation Demolition New preparation Civil - other
 Commercial building - new Access/road Road - other Sewerage/reticulation
 Commercial building - other Retention/altering Sewerage pit

FIVE: Sector Allocation (see reverse for) _____

Sector	%
Residential	100
Commercial	
Civil	

SIX: Project Address where work is to be carried out _____
1 5 H I L L C R T
W Y N N V A L E postcode 5112

SEVEN: PROJECT DATES
Start Date: 01/07/2002
Completion Date: 31/11/2002

LEVY PAYMENT DETAILS
Which estimated value of work exceeds \$15,000
Estimated value of construction work including GST: \$ 120,000
Levy Payment: \$ 300
Levy Paid: \$ 300

EIGHT: Declaration
I, the "Project Owner" in the terms of the SA Construction Industry Training Fund Act 1993 or the duly authorized agent of the "Project Owner" do hereby declare that the information provided on this form is true and accurate.
Contact name for further information: MRS GEMMA SMITH
Phone: 8123 4567
Date: 16 JUNE 2002
Signature: M Smith

NINE: Forwarding Address _____

©2002 Amn 28 817 111 046 CONSTRUCTION INDUSTRY TRAINING FUND ACT 1993 (See Act - See Reverse)
DISTRIBUTION - ©2002 CITB requires a 10% margin when used - ©2002 South Australian Government - CITB's Common Levy Code
Provide all 4 copies when making payment

Roof Water Drainage

The roof water should be disposed of on-site where possible or carried to the street water table by impervious pipe. Discharge into a rainwater tank and/or containing the run-off within the site is encouraged. Water is not allowed to enter or effect the stability of a building, or create unhealthy or dangerous conditions.

Easements

Building work is generally not permitted to be located over easements. If you need to construct a building over an easement, approval must be obtained from the authority that has control of the easement. Your certificate of Title contains information about the location and nature of easements that may be on your property.

Encumbrance

In some areas, and encumbrance registered on the Certificate of Title will stipulate special building conditions. This may include the use of certain building materials or fencing. You should check your Certificate of Title to ensure you are not bound by such and encumbrance.

Smoke Detectors

Installation of hard wired Smoke detectors with a 9-volt battery back up is required for all new house and house additions. The smoke detectors must comply with Australian Standard 3786 and be located to protect the bedrooms.

Energy Efficiency Rating

An energy efficiency rating report must be submitted with a 4 star rate achieved.

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AmB 9, Jan 2003
AmB 11, Jan 2004

EXAMPLES OF DOCUMENTATION TO BE PROVIDED TO THE APPROVING AUTHORITY

Note: The following is an example of the supporting documentation required when the applicant for development approval proposes to achieve a 4 star energy efficiency rating when assessed with the FirstRate house energy rating software.

FirstRate Report – Star Rating Certificate

FirstRate Report

HOUSE ENERGY RATING

YOUR HOUSE ENERGY RATING IS: ★★★★★ 4 STARS
in Climate: 21 SCORE: -7 POINTS

Name: Mr and Mrs Joseph Ref No: 000002002
House Title: Date: 21-11-2002
Address: Lot 22 Harrison Street
Mount Gambler SA 5290
Reference: 012 / 3450 / 78

This rating only applies to the floor plan, construction details, orientation and climate as submitted and included in the attached Rating Summary. Changes to any of these could affect the rating.

Appliance Ratings

Heating: Unknown Heater / Unknown Rating
Cooling: Unknown Cooling / Unknown Rating
HotWater: Unknown Hot Water System / Unknown Rating

NOTE: The appliance ratings shown are based on information provided by the applicant and are included for information purposes only. They do not affect the House Energy Rating of the dwelling.

How long does it take?

Council will endeavour to deal with houses and house extension applications as quickly as possible, however, at least 10 working days should be set aside for assessment. Please allow an additional 5 days if your building is located within a local heritage place.

If you wish to lodge only a Planning Consent Application you will only need to submit information requested in Part 1. Please note, a longer period may be needed if additional information is required to supplement your application.

How much does it cost?

All fees are updated on the 1 July each year. Council staff will advise what the current fees are.

Other Information

For their protection building owners are advised to employ licensed builders and constructors only. If you have limited building construction knowledge, it is advisable to use the services of professional building consultants such as architects, engineers, builders or building design consultants in preparing the above information.

Plans and Information

If you are unable to provide the following plans and information as required under the Development Act and Development Regulation 1993, of good quality, high standard or to the required scale, then you may be required to engage a qualified drafts person, architect or licensed builder for help and advice.

Certificate of Title

A copy of the Certificate of Title must be provided to Council on lodgement of the development application. If you do not have a copy of the certificate of title a copy can be obtained from the Land Service Group at Level 2, 101 Grenfell Street, ADELAIDE SA 5001 phone number (08) 8226 3983 or visit www.propertyassist.sa.gov.au

It is important to provide a copy of the Certificate of Title so as to ensure that the proposed development is constructed within the boundary of the proposed land.

Copies of Plans and Information

Please be advised that under Regulation 15, Schedule 5, Section 32 & 33 of the Development Act, 1993, an application must be accompanied with up to three copies of the plans, drawings, specifications and other documentation or information relating to the proposed development (or such additional or lesser number of copies as the relevant authority may require).

Council has the right to refuse lodgement of any application not accompanied by the appropriate number of copies. If the appropriate amount of copies are supplied the owner, applicant and builder shall receive a certified stamped and approved copy of the endorsed plans and information back, via mail.

Please Note:

The information contained herein is intended as a guide. Further information or clarification of the Planning or Building requirements can be obtained from the Development Services Department.