

PLUMBING APPLICATION PACK

Isaac Regional Council is collecting personal information you supply on this form to manage, monitor and improve its service delivery in relation to plumbing applications. Your personal information will be used by Council officers authorised to do so. Your information will not be given to any other third parties or agencies unless required under law or unless permission is sought from the person declared within this request. Personal information is handled in accordance with the Information Privacy Act 2009.

PLUMBING APPLICATION INFORMATION

THIS INFORMATION IS DESIGNED TO ASSIST YOU WITH THE PREPARATION OF THE REQUIRED DOCUMENTATION FOR A PLUMBING APPLICATION SO IT CAN BE ASSESSED BY ISAAC REGIONAL COUNCIL IN A TIMELY MANNER. PLEASE NOTE, APPLICATIONS MISSING ESSENTIAL INFORMATION AND/OR FEES WILL TRIGGER A REQUEST FOR INFORMATION, WHICH WILL CREATE DELAYS IN THE ASSESSMENT PROCESS.

APPLICATION CHECKLIST

<input type="checkbox"/> Plumbing and Drainage Form 1 (The link for this form can be found under the "Plumbing" section of Council's website. www.isaac.qld.gov.au)	<input type="checkbox"/> Payment of Fees (A full schedule of fees and charges are available on Council's website. We are happy to assist you by confirming the fees required for your application.)
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Soil Test Report (If Applicable)
<input type="checkbox"/> Hydraulic Plans	<input type="checkbox"/> Onsite Sewerage Design (If Applicable)
<input type="checkbox"/> Plumbing and Drainage Form 7 (to be completed by the Licensed Responsible Person – Must be submitted prior to commencement of works)	<input type="checkbox"/> As Constructed Drainage Plan (If Applicable)
<input type="checkbox"/> Plumbing and Drainage Form 2 (If Applicable – required to apply for granted permit amendments)	

Once completed please send form and any attachment to:

records@isaac.qld.gov.au OR
Isaac Regional Council
PO Box 97 Moranbah QLD 4744 OR
Deliver in person to your local Isaac Regional Council Office

FURTHER ASSISTANCE

Should you require further assistance, please do not hesitate to contact Council's Building Services Department by phoning 1300 ISAACS (1300 47 22 27).

WORK THAT REQUIRES PLUMBING APPROVAL

Under the *Plumbing and Drainage Act 2018*, a Compliance Permit is required for the following plumbing work

- New dwellings/buildings
- Renovations in commercial buildings
- Swimming pools when backwash waste water is required
- Trade waste
- Onsite sewerage treatment systems

If you are engaging a private building certifier, you are still required to apply for a Plumbing and Drainage Compliance Permit.

Please note it is illegal to commence plumbing work until you have received the Compliance Permit.

HOW LONG WILL IT TAKE FOR APPROVAL?

Council will assess your application within 20 business days or will make a request requiring more information within 10 business days.

Upon receiving all the information, Council will either grant or refuse a Compliance Permit within 20 business days upon receipt of the last required document provided.

You can appeal a decision to refuse a Compliance Permit through the Queensland Building and Construction Commission.

Please note that Isaac Regional Council has “opted out” of the Fast Track application system, and therefore these application types are not available within the region.

WHY ARE THERE CONDITIONS ATTACHED TO COMPLIANCE PERMITS?

Council will attach conditions to a Compliance Permit to ensure the work is performed within the relevant Acts, Regulations and Standards.

SEWERAGE MAINS

It is desirable for buildings to be clear of sewerage mains. Building over a jump up connection or a sewer manhole is strictly prohibited. If your proposed building is on or near a sewer main you may be asked to:

- a) make special provisions for the slab and footings over or adjacent to the sewer
- b) be responsible for the cost of movement of the structure should access to the sewer be necessary
- c) raise inspection openings in your house drainage to the finished floor level
- d) relocate the structure

SUBDIVISION OR RECONFIGURED PLAN

A copy of the proposed sub-division or reconfigured site plan is to be provided by the applicant, where the existing Lots have been or will be reconfigured or amalgamated, etc.

COMBINED HOUSE DRAIN

If the property is serviced by a combined house drain, and the assessment for the proposed work requires the combined house drain to be disconnected, renewed or relocated, new connection/s shall be provided for the proposed installation and other affected properties. The proposed method of reconnection for each of the affected properties, owner’s name, address, RPD and drainage plan number shall be shown on the plan, a separate application shall be submitted for each affected property.

CHECKLIST – APPLICANTS TO COMPLETE AND PROVIDE LISTED DOCUMENTS

PLUMBING AND DRAINAGE FORM 1	<p>Required for all plumbing applications. It lists the address of the works, number of plumbing fixtures, water connection requirements, sanitary drainage requirements and the nature/description of the proposed work. This can be obtained from the Department of Housing and Public Works www.hpw.qld.gov.au.</p>
PLUMBING AND DRAINAGE FORM 7	<p>Required for all plumbing permits. To be completed by the appropriately licensed responsible person associated with the application. To be submitted to Council prior to works commencing – Must be received by Council before the licensed plumber can request a mandatory stage plumbing inspection.</p>
PLUMBING AND DRAINAGE FORM 2	<p><i>This applies once Plumbing Compliance Permits has been issued.</i> This application must be lodged if there are any changes to the design or scope of works once the Plumbing Compliance Permit has been issued. Must include revised plans, with the revision clearly marked for assessment. Additional fees to amend a plumbing compliance permit apply, including any additional inspections.</p>
SITE PLAN	<p>1 copy is required – plans are to be no larger than A3</p> <p>The site plans are to be drawn to a scale of 1:200 and show the following information</p> <ol style="list-style-type: none"> The property boundaries (Can be obtained from the Registered Survey Plan available from the Department of Natural Resources and Mines for a nominal fee) Design details and location of proposed storm water and surface water drainage system Location of on-site disposal system (e.g. septic tank) and disposal trenches (non sewerred areas) Details and location of any street (include name) <p>Please refer to example site plan attached.</p> <p>NOTE Photographs can provide a good record of important site features as well as existing and adjoining uses and street context.</p>
ONSITE SEWERAGE DESIGN – PERCOLATION TESTS	<p>In non sewerred areas where an on- site disposal system (e.g. septic tank) is required, a percolation test and design of the disposal area must be completed by a competent person or company, and be supplied when the plumbing work application is lodged for approval. Isaac Regional Council's Building Compliance staff are able to provide this service for a fee.</p>
AS CONSTRUCTED SEWERAGE AND DRAINAGE PLANS	<p>Required only if there are pre-existing structures. This can be obtained from Isaac Regional Council via a Property Search Request Form, available on Council's website.</p>

	<p>A soil investigation report (conducted by a certified person or company) must be provided with any plumbing application for a new dwelling, major extension to a dwelling or the like. The soil test report must be addressed to the property owner and the assessment manager, clearly flagging that the report is for use and reliance by the assessment manager.</p> <ul style="list-style-type: none">• Be dated• Include a unique document number (with a revision code for amendments)• Indicate the name of the person who prepared the report• Be reproduced at A4 size• Be capable of black and white photocopying without affecting the clarity of graphics
PLANS AND SPECIFICATIONS	<p>1 copy is required – plans are to be no larger than A3</p> <p>The site plans are to be drawn to a scale of 1:200 and show the following information by a licensed qualified person</p> <ol style="list-style-type: none">a) A floor plan for each level showing dimensions of the building works as well as the proposed plumbing fixturesb) All elevations (front, rear, sides, etc.) showing finished floor levels and natural ground surface levelsc) Location of tanks, such as hot water units, solar and rainwaterd) House connection pointe) Water connection pointf) Plan of proposed plumbing and drainage work (hydraulics work)g) Designers details, including contact number and license number on each page