



Minimum Requirements for Building Plans Class 1 – Dwellings and Extensions to Dwelling

1. The name, address and telephone number of the Designer/Draftsperson to be stated in the title block.
2. A special notation on the plans to state:-

“This plan has been prepared in accordance with all relevant building codes and no amendment shall be made without the approval of the approving Local Authority.”

It is recommended that (where possible) the designer consult with the builder to ascertain the preferred structural design methods to be used (including timber sizes, bracing system, wind tie down etc). This will avoid having to provide amended plans at a later date.
3. FOUNDATION PLAN including the footing design. All footings and slabs are to be designed in accordance with relevant Australian Standards by a Registered Professional Engineer (a Form 15 shall be provided). A copy of the site soil test report must be submitted with the building application
4. A SITE PLAN drawn neatly to scale of not less than 1:200 must show the following information.
 - North Point
 - Preferred location of water connection and location of driveways on allotment.
 - The allotment boundaries and dimensions.
 - The setback from each boundary of the proposed structure measured to the outermost projection (fascia).
 - Existing buildings on the allotment and their outside dimensions and boundary setbacks.
 - Street Name and location.
 - The method of storm water disposal.
 - Details of existing and finished ground levels on the allotment. This contour plan should show heights from a Datum point. The floor height of the dwelling should be indicated.
 - Details of the dimensions and location of any easements on the allotment.
 - Storm water drainage – discharge point.
5. A CROSS SECTION DRAWING to a scale of not less than 1:100 is required to show the following information
 - Sizes of framing members.
 - Floor and foundation details.
 - Spans and spacings of the proposed framing members.
 - Tie down information.
 - Height of proposed structure.
 - Ceiling heights.
 - Wall and roof structures with construction details.
 - Roof Pitch.
 - External appearance of the proposed work.
 - Details of external building materials used in walls and roof coverings.

6. A FLOOR PLAN for each level drawn to a scale of not less than 1:100 is required. It must indicate the following:
 - The extent of proposed building work.
 - Whether the proposed building work is attached to existing structures.
 - The wall thickness and sizes of the proposed work.
 - Positions and sizes of doors, windows, openings, etc.
 - The position of bracing panels (unless separate bracing plan is provided).
 - The position of nominal bracing walls are also to be shown where applicable.
 - The position and sizes of all hanging, strutting, pitching and verandah beams.
 - Location of hardwired smoke alarms.
7. A BRACING CALCULATION SCHEDULE is required for each level including lower level of lowest buildings. This schedule should indicate:
 - The individual brace type, its length and its capacity in Kn.
 - The total number of bracing panels provided in each direction. This should match those indicated on the floor plan.
 - The sum of the value (in kNs) of the bracing provided in each direction.
 - The total bracing force required for the building.
 - The wind speed appropriate for the building location.
 - It will be necessary to provide details of the specific type of brace conjointly with this schedule.

This can best be illustrated by detail drawings

8. A TIE DOWN SCHEDULE is also required for each level. A table may be the most appropriate method of displaying this information, referring to areas of connection, type of connection, Kn value of each connection, together with reference to A.S1684.2. Specific roof dimensions (A&B) should also be included.
9. A TIMBER FRAMING SCHEDULE is required for each level. This should indicate the following information:
 - Member descriptions (Bearers, Joists, Ridges, etc).
This is best set out with members details from the ground up.
 - Maximum spans for each member.
 - Maximum spacings for each member.
 - Sizes of each member to be used.
 - Stress grade to be used for each member.
 - Where manufactured beams are to be used, reference should be made to source information for your calculations.
 - Where Steel beams are used it may be necessary to provide a design certificate from a registered Professional Engineer of Queensland.
 - Where prefabricated wall frames and/or roof trusses are proposed to be used, full specification and design details are to be provided by the manufacturer.
 - The design of roof trusses must be completed by a Registered Professional Engineer.
10. A FLOOR FRAMING PLAN will be required, for each level, where timber floors are to be used. This should indicate:
 - Location and nature and construction details for Sub Floor supports.
 - Bearer size and layout.
 - Joist spacing, span and layout.
 - A specific Point load conditions and how they are to be transferred to the footings.

11. GENERAL

- For timber framed buildings, A.S 1684.2 should be used to select and specify member details.
- For metal framed buildings, Engineering design certification will be required.
- Those building which fall outside the scope and intent of A.S1684.2 will require Engineers Certification.
- Any suspended concrete will require design details by Registered Professional Engineer of Queensland.
- The area of each floor is to be indicated.
- The design and details of construction for retaining walls exceeding 900mm in height are required.
- Should the height of landings, verandah or deck floors exceed 1 metre above ground, provide details of balustrading and stairs.
- Location of downpipes, details of gutters and discharge of storm water.

12. ENERGY EFFICIENCY

- Provide details of energy efficiency in relation to Part 3.12 of Building Code of Australia.

13. Provide details of;

- Hot Water System
- Dual Flush toilet
- Lighting – at least 40% of floor area must be covered by energy efficient lighting
- Water Tank Storage

14. Bush Fire Prone Areas

- Provide details of Bush fire prone category and proposed installations to meet requirements of Part 3.7.4 of the Building Code of Australia.

16 October 2008

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