



# INFORMATION SHEET NUMBER CHANGING BUILDING CLASS FOR/TO CLASSES 2,3,4,5,6,7,8,9 (Post 1998 Bldg)

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## Purpose Of This Information Sheet

To provide information on general requirements to change the class of a building originally constructed post 1998 to a commercial / industrial / multiple dwelling complex

## Definition / Source

The applicant should refer to:

- current building regulations / codes (Building Code of Australia, Building Act 1975, Building Regulations 2006).
- current Planning Scheme which has jurisdiction over the property (see Council website)

## Matters to Note

**Siting Requirements:** A Planning Scheme may have provisions for boundary setbacks.

**Wind Category Rating:** The building work is required to be designed to comply with the wind rating of the property (either Non-Cyclonic or Cyclonic). The building plans/documents must confirm the design standard. To find out the wind rating of your property contact either your nominated RPEQ Engineer, Building Designer or the authority nominated to assess the application.

## Where To Lodge the Application

Offices of the Council are located in Rockhampton, Gracemere and Mount Morgan.

## Documentation Required To Lodge a Building Application for This Work

The following is a guide only. Further information may be required depending on the nature of the building work and the condition / features of the building.

<p><b>General</b></p> <p>1.1 Sustainable Planning Act 2009 Application Form 1 and 2 (see website <a href="http://www.hpw.qld.gov.au">www.hpw.qld.gov.au</a>)</p> <p>1.2 PLSL receipt details if work value &gt;\$80,800</p> <p>1.5 Fees as per the current Fees Schedule</p> <p><b>Site Plan (min scale 1:100 – 3 sets)</b></p> <p>2.1 Full outline of property and dimensions</p> <p>2.2 Location of building in relation to boundaries. If existing buildings on the site to remain, <b>clearly identify</b> the new building structure</p> <p>2.3 North point</p> <p>2.4 Road frontages to be identified</p> <p>2.5 Easements/covenant areas on the site</p> <p>2.6 Distance of all buildings from the boundaries</p> <p>2.7 Location of sewer / method of roof stormwater discharge on the site.</p> <p>2.8 Details of any site works proposed as part of the development.</p> <p>2.9 Contours of the site after cut/fill</p> <p>2.10 Location of rainwater tank (for residential units)</p>	<p><b>Floor Plans (min scale 1:100 – 3 sets)</b></p> <p>3.1 Floor plan – full dimensions</p> <p>3.2 Elevation and section plans – full dimensions</p> <p>3.3 Design details (either engineer specifications and/or bracing, timber schedule, tiedown details). Design is to also take into consideration the soil classification of the site.</p> <p>3.4 Building floor level above adjacent finished ground level</p> <p>3.5 Identify the use of the rooms</p> <p>3.6 Location of fire safety equipment installations, signage.</p> <p>3.7 Wind category design details/certification.</p> <p>3.8 Energy efficiency design calculations</p> <p>3.9 Window / door sizes.</p> <p><b>Other Documentation</b></p> <p>4.1 Engineer drawings/ specifications/ design certification (must use IPA Form 15).</p> <p>4.2 Certification from Queensland Fire and Rescue Services for compliance with fire safety regulations</p> <p>4.3 Specifications of fitout of the building</p> <p>4.4 Electrical / Hydraulic drawings</p>
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## Other Applications for this Work

Planning Development: check with the Duty Planner of Council if Planning approval is required. They may specify if operational works approval is required also.

Plumbing/Drainage: where plumbing/drainage works are part of the project then a permit for this work may be required.

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