



Application Requirements for Sheds/Garages/Carports (Class 10a)

The following information is required to be submitted for dwellings and additions & alterations:

Mandatory Information	Applicant Check	Council Check
<ul style="list-style-type: none"> DA Form 2 (Building work details) submitted and filled out correctly 		
<ul style="list-style-type: none"> Builder's details, including licence number or owner-builder number, are filled in on Form 2 Owner-builder number required for building work over \$11,000 If more than one builder supply all numbers 		
<ul style="list-style-type: none"> Council application fees paid according to Fees and Charges 		
<ul style="list-style-type: none"> QBCC insurance payment confirmation (for building work over \$3,300 by registered builders) 		
<ul style="list-style-type: none"> One set of all plans and documentation (no larger than A3) <ul style="list-style-type: none"> Site Plan Cross Section through the carport/garage/shed Elevations Sectional details Roof layout Bracing and tiedown Copy of Engineers design and certification in the form 15 format if the structure has steel members of manufacturers details with Engineer certification 		
<ul style="list-style-type: none"> Engineer-designed footing (& slab if applicable) drawings Engineer Certified Form 15 for footing design 		

Lodgement of the above information will allow for an expedited approval process for your building application. Please note that the initial Council check does not guarantee that all required details have been submitted.

Privacy Collection Notice

Balonne Shire Council is collecting your personal information for the purpose of processing this form. Council will retain these details for the purpose of contacting you with regards to any Council related matters. Your personal details are handled in accordance with the *Information Privacy Act 2009* and will be used for the purposes of responding to you and will not be disclosed to any other person or agency external to Council without your consent, unless required or authorised by law.