



# CHECKSHEET FOR CODE ASSESSABLE DEMOLITION OR REMOVAL OF A BUILDING

This checksheet has been designed to assist you in lodging a code assessable planning application for removal or demolition in the Demolition Control Precinct, or of a Commercial Character Building or of a Registered Boarding House, or on a site where demolition is assessable under a Local Plan. You are encouraged to fill in this checksheet and lodge it together with your application form and supporting plans and planning report. The development assessment officer responsible for assessing your application will then use this checksheet to assist in the efficient assessment of your application.

The following general brochures may also assist you in lodging your application:

- *General Advice: What development is exempt under the City Plan?*—this brochure explains when demolition or removal is exempt development and does not require a planning application
- *General Advice: How to prepare a code assessable application*—this brochure explains the key considerations in lodging and assessing a code assessable application.

Applicant: .....

Site Address: .....

RPD: .....

Proposal: .....

Prelodgement Advice (if applicable): .....

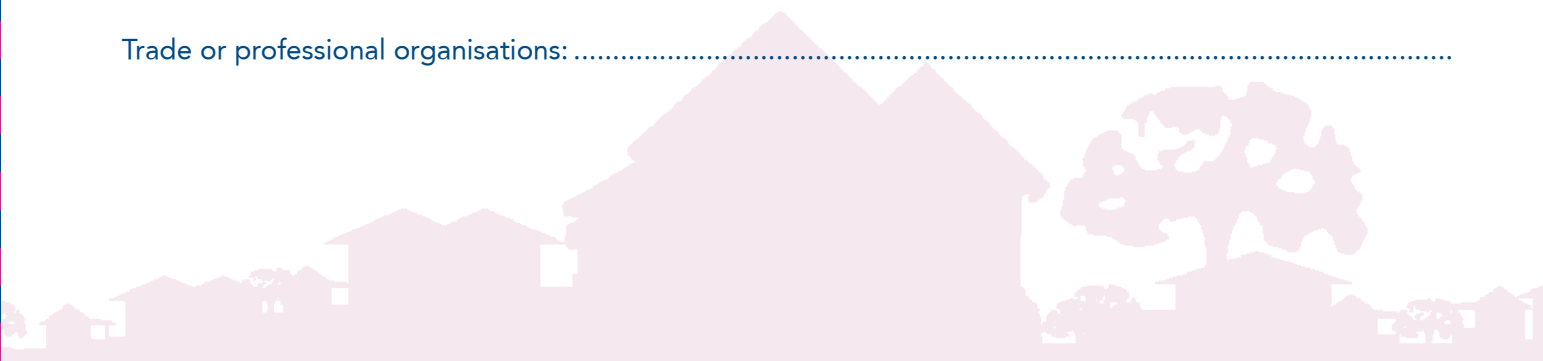
.....

Name of the person who completed this checksheet and accepts responsibility for the accuracy of statements made in this checksheet: .....

Qualifications: .....

Trade or professional organisations: .....

<b>Internal use only</b>
Prelodgement Application Number:.....



*Compliance Statement*

I, ..... (name of person who completed this checksheet) confirm that this checksheet has been correctly completed and the proposal complies with the Acceptable Solutions where stated in this checksheet and that, where acceptable solutions are not met, the proposal complies with the relevant Performance Criteria.

..... (signature of person responsible for statements made in this checksheet)

**Note:**

- Public notification is required for removal or demolition. The general brochure '*General Advice: Public notification and making submissions on applications*' explains how this notification should be undertaken
- Components of this checksheet for internal use only are indicated in shaded areas.

**Summary of compliance:**

Once you have finished filling out this checksheet, list the Acceptable Solutions in the Demolition Code that your proposal has not complied with and reasons for non-compliance/how corresponding Performance Criteria has been complied with:

A/S	Reasons for non-compliance/how corresponding Performance Criteria has been complied with

**A Summary**

Demolition/removal in the Demolition Control Precinct, or of a Registered Boarding House, or of a Commercial Character Building, or on a site where demolition is assessable under a Local Plan is code assessable. Demolition/removal is always assessed against the Demolition Code. No other Codes are used in assessing the application.

**A1 Is the development being applied for demolition or removal:**

- of a Commercial Character Building?
- of a Registered Boarding House?
- on the Demolition Control Precinct where any part of the residential building was constructed in or prior to 1946?
- in a Local Plan area where demolition is assessable and any part of the building was constructed in or prior to 1946?
- in the Demolition Control Precinct of a non-residential character building/s or structure/s?

**Internal use only**

Is the development being applied for demolition or removal:

- of a Commercial Character Building?
- of a Registered Boarding House?
- in the Demolition Control Precinct where any part of the residential building was constructed in or prior to 1946?
- in a Local Plan area where demolition is assessable and any part of the building was constructed in or prior to 1946?
- in the Demolition Control Precinct of a non-residential character building/s or structure/s?

**Table 1—Nature of Demolition or Removal requiring code assessment (where not affected by a Local Plan)**

Area Classification	In Demolition Control Precinct (constructed in or prior to 1946)	Commercial Character Building	Registered Boarding House
Emerging Community Area		✓	✓
Low Density Residential Area	✓	✓	✓
Character Residential Area	✓	✓	✓
Low–medium Density Residential Area	✓	✓	✓
Medium Density Residential Area		✓	✓
High Density Residential Area		✓	✓
Community Use Area		✓	
Multi–purpose Centre			✓
Special Purpose Centre		✓	✓
Light Industry Area		✓	
General Industry Area		✓	
Sport and Recreation	✓		
Environmental Protection	✓		

Where the site is listed on the Heritage Register:

- the application for removal or demolition will be impact assessable against the Heritage Place Code, not code assessable against the Demolition Code and this checksheet
- minor demolition work will be code assessable against the Heritage Place Code.

With the exception of sites listed on the Heritage Register, Minor Demolition Work is exempt from the City Plan. This means that the Demolition Code will not apply where a proposal is for demolition or relocation of a building where the work is:

- relocation of a building sideways within a lot, provided:
  - it does not involve the rotation of the building to face another frontage or boundary
  - the pre 1946 house where on a small lot complies with the side boundary setbacks specified in *Table 1 Building Envelope Requirements* of the Residential Design—Small Lot Code
- relocation of a building forwards or backwards on a lot provided:
  - the proposed setback of the building is a minimum of 6m to any road frontage, or within 20% of the average setback of the buildings next door where those buildings have a setback less than 6m
  - it does not involve rotating the building to face another frontage or boundary
- raising a house, except where on a small lot, where the resultant height does not exceed 8.5m above ground level (does not include any building work to enclose under the house)
- demolition of internal walls and features

- demolition of stairs
- demolition of post-1946 additions, extensions or free-standing outbuildings
- demolition of pre-1946 free-standing outbuildings at the rear of the building
- demolition or removal of any post-1946 alterations to reveal original design, or reconstruction with original form and materials, including:
  - roof material
  - wall cladding
  - windows
  - stumps
  - lower floor enclosures
  - verandah enclosures
- any other demolition required as a consequence of carrying out work related to renovations and extensions approved in accordance with or exempt from assessment against the Residential Design—Character Code and/or Residential Design—Small Lot Code.

If you are in doubt as to whether a proposal comprises minor demolition work, you may provide a demolition plan to Council that clearly identifies the extent of demolition or removal proposed, and Council will advise you on whether any approval is required.

**A2 Primary code against which the application must be assessed:**

Demolition code

**A3 Secondary Codes against which the application may need to be assessed in specific circumstances:**

Nil

**B Demonstrate compliance with the Primary Code/s**

**B1 Demolition Code**

Provide information in your application demonstrating that the proposal complies with the Primary Code. Note that:

- in using the code, a proposal will be assessed against ALL Acceptable Solutions unless the Code specifies otherwise
- if you comply with an Acceptable Solution, you must provide advice on how your proposal complies
- if an Acceptable Solution is not applicable, you must identify why it is not applicable
- if the proposal does not comply with a particular Acceptable Solution it will then be assessed against the corresponding Performance Criteria
- if you are referred to the Performance Criteria, you must provide information to demonstrate how your proposal meets the Performance Criteria
- it is therefore important that you address every Acceptable Solution or corresponding Performance Criteria in your application
- non-compliance with a particular Acceptable Solution and consequent assessment against the corresponding Performance Criteria does not change the level of assessment
- advice on the type and quality of information that should be provided either in this checklist, or in your planning report and/or supporting plans to demonstrate compliance with this Code are shown in italics in this table—if this information is provided up front in your application it is unlikely that a request for additional information will be made.

<p><b>Does the proposal comply with each of the Code's Acceptable Solutions?</b> If not, go straight to the corresponding Performance Criteria</p>	<p><b>IF NOT complying with a specific Acceptable Solution, does the proposal meet the Code's corresponding Performance Criteria?</b></p>	<p><b>How has compliance with the Code been demonstrated?</b> (may include reference to relevant sections of a planning report or to attached drawings/plans)</p>	<p><b>Internal use only</b> <b>Has compliance with AS/PC been demonstrated? Is a request for additional information required?</b></p>
<p><b>Where a residential building</b></p>			
<p><b>A1.1</b> <input type="checkbox"/> <i>complies</i> <i>Provide written advice and supporting drawings and photographs which demonstrate that the building does not have any traditional building character elements remaining</i></p> <p><input type="checkbox"/> <i>does not comply (go to P1)</i> OR</p> <p><b>A1.2</b> <input type="checkbox"/> <i>complies</i> <i>Provide engineering advice that the building is not structurally sound and not reasonably capable of structural repair</i></p> <p><input type="checkbox"/> <i>does not comply (go to P1)</i> OR</p> <p><b>A1.3</b> <input type="checkbox"/> <i>complies</i> <i>Provide written advice and supporting drawings and photographs which demonstrates that the building does not comprise any traditional building character elements</i></p> <p><input type="checkbox"/> <i>does not comply (go to P1)</i> OR</p>	<p><b>P1</b> <i>Provide advice which clearly demonstrates which dot point of the Performance Criteria is being relied upon, and details regarding how it is proposed to meet that part of the Performance Criteria</i></p>		

<p><b>Does the proposal comply with each of the Code's Acceptable Solutions?</b> If not, go straight to the corresponding Performance Criteria</p>	<p><b>IF NOT complying with a specific Acceptable Solution, does the proposal meet the Code's corresponding Performance Criteria?</b></p>	<p><b>How has compliance with the Code been demonstrated?</b> (may include reference to relevant sections of a planning report or to attached drawings/plans)</p>	<p><b>Internal use only</b> <b>Has compliance with AS/PC been demonstrated? Is a request for additional information required?</b></p>
<p><b>A1.4</b></p> <p><input type="checkbox"/> <i>complies</i> <i>Provide written advice with supporting photographs which demonstrates that the street has no traditional building character</i></p> <p><input type="checkbox"/> <i>does not comply (go to P1)</i></p>			
<p><b>Where a non-residential building</b></p>			
<p><b>A2</b></p> <p><input type="checkbox"/> <i>complies</i> <i>An engineering report must be submitted demonstrating that the building is structurally unsound and not reasonably capable of being made structurally sound</i></p> <p><input type="checkbox"/> <i>does not comply (go to P2)</i></p>	<p><b>P2</b></p> <p><i>Provide advice from a suitably qualified professional confirming that the building is not capable of structural repair</i></p>		
<p><b>General</b></p>			
<p><b>A3</b></p> <p><input type="checkbox"/> <i>complies</i> <i>Provide written advice confirming that the building is not a registered boarding house</i></p> <p><input type="checkbox"/> <i>does not comply (go to P3)</i></p>	<p><b>P3</b></p> <p><i>Provide advice confirming that the building is a registered boarding house, and how the removal of the building will not affect the existing useable stock of low cost and special needs accommodation</i></p>		

<p><b>Does the proposal comply with each of the Code's Acceptable Solutions?</b> If not, go straight to the corresponding Performance Criteria</p>	<p><b>IF NOT complying with a specific Acceptable Solution, does the proposal meet the Code's corresponding Performance Criteria?</b></p>	<p><b>How has compliance with the Code been demonstrated?</b> (may include reference to relevant sections of a planning report or to attached drawings/plans)</p>	<p><b>Internal use only</b> <b>Has compliance with AS/PC been demonstrated? Is a request for additional information required?</b></p>
<p><b>A4</b> <input type="checkbox"/> <i>complies</i> <input type="checkbox"/> <i>does not comply (go to P4)</i></p>	<p><b>P4</b> <i>Provide advice confirming which parts of the above external works and infrastructure requirements are not proposed to be reinstated to an appropriate urban standard consistent with that required for new development in the locality, and grounds to support that advice</i></p>		
<p><b>A5.1</b> <input type="checkbox"/> <i>complies</i> <input type="checkbox"/> <i>does not comply (go to P5)</i> <b>A5.2</b> <input type="checkbox"/> <i>complies</i> <input type="checkbox"/> <i>does not comply (go to P5)</i></p>	<p><b>P5</b> <i>Partial demolition involving parts of the pre 1946 elements of the front elevation of the building must not diminish 'traditional building character'</i></p>		
<p><b>A6</b> <input type="checkbox"/> <i>complies</i> <input type="checkbox"/> <i>does not comply (go to P6)</i></p>	<p><b>P6</b> <i>Demolition involving the relocation of pre 1946 houses, straddling more than one lot, onto one lot must not detract from 'traditional building character', or be sited too close to lot boundaries to allow for an acceptable level of privacy and amenity for neighbours</i></p>		
<p><b>Where a building built prior to 1900</b></p>			
<p><b>A7</b> <input type="checkbox"/> <i>complies</i> <input type="checkbox"/> <i>does not comply (go to P7)</i></p>	<p><b>P7</b> <i>Building must not be capable of structural repair</i></p>		

## Assessment guidance—an explanation of traditional building character

### Street context

The traditional scale of a street was first established by its subdivision pattern of 16, 24 or 32 perch lots, with 10, 15 or 20m frontages respectively. This pattern was reinforced by the traditional building form of a single level house elevated on stumps. This created a reasonably uniform scale, accentuated by consistent stepping of the levels of adjoining buildings in Brisbane's hilly suburbs, and by uniform spacing between houses in the flatter suburbs.

The sense of scale of a street can be diminished if buildings are introduced that significantly exceed the surrounding building height, present large unarticulated facades to the street, or interrupt the rhythm of stepping roof lines in a sloping street.

### Building form and scale

The predominant traditional building form or pre-1946 housing is a solid core with attached or integrated verandahs raised above the ground on timber supports. Enclosed areas under houses generally maintain the street appearance of lightweight supports to upper floors and reflect the layout of upper floor verandahs. Roof forms are medium pitched pyramids, hips or gables.

Building form can detract from the character of the street if it conflicts with the established patterns of roof shape and pitch, the relationship between floor and ground levels, and the traditional concept of lightweight verandahs attached to a solid core.

### Materials and details

The character of the older suburbs is influenced by elements such as eaves, sunhoods, verandahs, lattice screens and batten panels that cast shadows and provide three-dimensional effects. Character is also derived from the relatively limited range of materials available at the time of construction. This provided a unifying theme of painted timber walls and corrugated steel roofing.

These lightweight external elements reduce building bulk and form a transition with the external landscape. They make an appropriate response to the local climatic conditions of strong sun and high rainfall.

The traditional character of a street can be diminished by styles that do not incorporate shade-forming elements and that present a flat facade to the street. These styles also have poor environmental qualities.

### Setting

The traditional setting of houses in the older suburbs is fairly uniform building line, with individual front gardens punctuated by a pedestrian path and single width driveway.

The setting of new buildings can detract from the character of a street if garages dominate, or if fencing, orientation or setbacks conflict with the established settings. The setting of the building on the site is also important, particularly in terms of the setbacks provided to existing or proposed site boundaries. Setbacks complying with related codes of the City Plan contribute to the character of older suburbs.

