



Australian Government

Department of Infrastructure, Transport, Regional Development and Local Government

Building Approvals at Archerfield Airport

The following information provides a guide to the building approval process at Archerfield Airport.

The roles of the Airport Building Control Office and Archerfield Airport Corporation in relation to the issue of Building Approvals are described. Also attached is a copy of the Building Application form, a schedule detailing required statutory fees and information required to support a building application.

If any information is required in relation to the building approvals please contact the Airport Building Control Office.

Philip Chun and Associates Pty Ltd, Airport Building Controller, appointed by the Australian Government.

Role of Airport Building Controller. (ABC)

The Airport is located on Federal land rather than State land and as such the State Legislation as it relates to the building approval process does not necessarily apply. Federal Legislation in the form of the Airports Act 1996 prescribes the Airport (Building Control) Regulations 1996 to administer the building approval process.

It is the role of the Airport Building Controller to administer this legislation as it relates to construction and other building activities.

Activities that require Approval

All construction and building activities must be notified to the Airport Building Controller. This includes all building activities and other construction activities including roads, drainage, services and demolition work. Minor alterations and repairs do not require formal application but must be brought to the attention of the ABC.

A Building Permit, Works Permit or Demolition Authorisation must be sought prior to commencement of building and construction work.

A certificate of compliance is required for all buildings and construction work that requires formal approval by the ABC. A certificate of compliance must be issued prior to the occupation or use of a building.

Building and Construction Standards.

For the majority of work involving buildings the relevant standards can be found in the Building Code of Australia. Where the Building Code of Australia does not apply for example in relation to civil engineering works and drainage the relevant Australian Standard will apply.

Role of the Airport Leasing Company in Building Approvals.

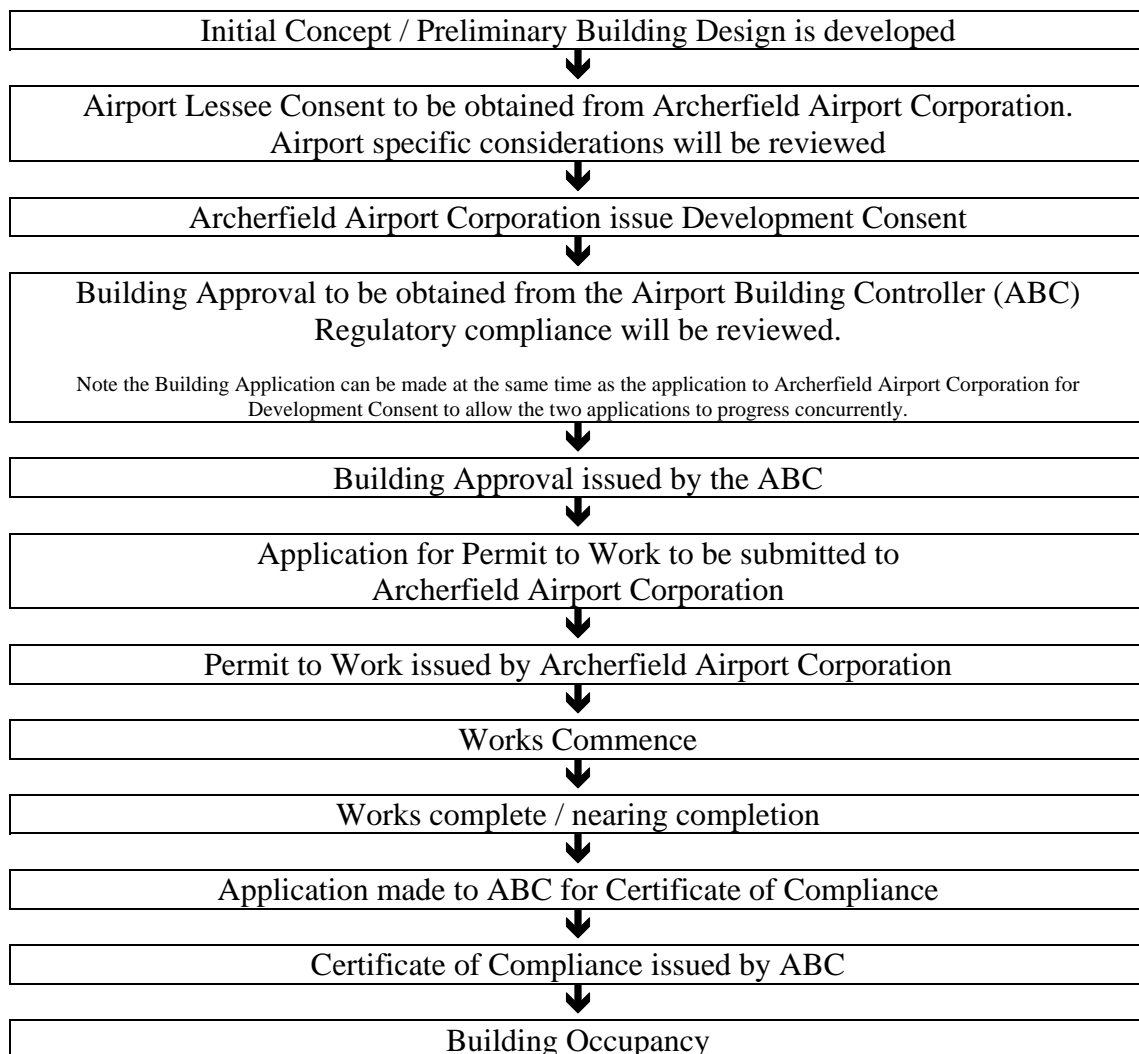
Archerfield Airport Corporation (AAC) are the lease holders of Archerfield Airport. In this role AAC administer the Planning objectives of the Airport. AAC will review all applications to ensure that the proposal is consistent with the Airport Master Plan, to ensure the development is consistent with their planning objectives and to assess the impact of the proposals on the infrastructure and the operations of the airport.

Approval of a project by AAC must be provided to the Airport Building Controller before a building or works permit for building can be given.

Obligation of an Occupier of Archerfield Airport.

An occupier of Archerfield Airport is obligated under the Airports Act to gain all necessary approvals for building and construction work prior to the commencement of the work. Similarly a Certificate of Compliance must be gained prior to the occupation or/and use of a building.

The following flow chart describes the relationship of the Airport Building Control Office and Archerfield Airport Corporation (AAC) in the building approval process at Archerfield Airport.





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**Department of Infrastructure, Transport,
Regional Development and Local Government**

**Application for Building Approval
Airports Act 1996 Airports (Building Control) Regulations 1996**

To Airport Building Control Office

Applicants Details

Name:

Postal Address:.....
..... Postcode:.....

Contact Person:

Phone No:.....Fax No.....Mobile.....

E Mail.....

Description of Building Activity

Location of Works:
Accurate address must be provided.

Description of Works:

Value of Works:

Duration of Works:

Building Contractor:
..... Registration Number:.....

Postal Address:
..... Postcode:.....

Phone No:.....Fax No.....Mobile No.....

Applicant

Signature:..... Date of Application:.....

Note: Fees in accordance with Regulation 2.02 of the Airports (Building Control) Regulations must be paid on lodgement of the application.



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Archerfield Airport - Fees Payable for Building Applications

As from September 2002

Airports Act 1996 Airports (Building Control) Regulations 1996

Total estimated cost of proposed building or works (\$)	Application fee (\$)
Up to 25 000	400
25 001 to 50 000	600
50 001 to 100 000	800
100 001 to 200 000	1 200
200 001 to 300 000	1 500
300 001 to 400 000	1 800
400 001 to 500 000	2 100
500 001 to 1 000 000	2 800
1 000 001 to 2 000 000	4 000
2 000 001 to 3 000 000	5 000
3 000 001 to 4 000 000	6 000
4 000 001 to 5 000 000	7 000
5 000 001 to 10 000 000	10 000
10 000 001 to 20 000 000	20 000
20 000 001 to 30 000 000	30 000
30 000 001 to 40 000 000	40 000
40 000 001 to 50 000 000	50 000
50 000 001 or more	70 000
Demolition of a structure	400

Note

1. Fees in accordance with Regulation 2.02 of the Airports (Building Control) Regulations must be paid on lodgement of the application.
2. Under Determination of 1 July 2004 – A New Tax System (Goods and Services Tax) Exempt Taxes, Fees and Charges) Determination 2004 – the Fees for Building Control Approvals as applied under Airports Act 1996, paragraphs 100(1)(d) and 107(1)(d) are exempt from the application of the GST.”
3. Department of Infrastructure, Transport, Regional Development and Local Government ABN No 86 267 354 017
4. Cheques to be payable to 'CPM Department of Infrastructure, Transport, Regional Development and Local Government.
5. For electronic fee payments contact the Airport Building Control Office.

Check List for Lodging Application for Building Approval

The following information must be provided by the applicant to the Airport Building Control Office when making application for Building Approval.

Regulation	Information Required	Notes	Provided
Regulation 2.02	Completed application form	At time of application a copy of the application and drawings must be forwarded to Archerfield Airport Corporation. An accurate street/locality address should be included. For confirmation of address contact Archerfield Airport Corporation. (Tel 07 3277 5722)	
Regulation 2.02	Drawings and specifications	Architectural and services drawings indicating proposals should be provided as appropriate to the scale of the project	
Regulation 2.02	Application fee. Refer to attached fee scale	An application fee to be provided in the form of a cheque payable to 'CPM Department of Infrastructure, Transport, Regional Development and Local Government' If it is more suitable to pay the fee by electronic bank transfer contact the Airport Building Control Office for further advice.	
Regulations 2.03 and 2.05	The following should be sought from Archerfield Airport Corporation and forwarded <ul style="list-style-type: none"> ▫ A letter of consent for the proposal and ▫ Confirmation the proposal is consistent with the Archerfield Airport Corporation Final Master Plan and Final Environment Strategy 	To facilitate this a copy of the application form and drawings and specifications must be forwarded to Archerfield Airport Corporation.	

Regulation	Information Required	Notes	Provided
Regulation 2.05	A statement confirming how the proposed activity is consistent with the Archerfield Airport Final Master Plan.	For tenancy fitout works or small alterations and extensions to existing buildings this could take the form of a simple statement for example stating the proposal is consistent with the existing building use. For larger scale proposals advice should be sought from Archerfield Airport Corporation.	
Regulation 2.05	A statement confirming how the proposed activity is consistent with the Archerfield Airport final environment strategy	Advice should be sought from the Airport Environment Officer or Archerfield Airport Corporation.	
Regulation 2.06	A statement setting out the precautions to be taken to <ul style="list-style-type: none"> ▫ Protect persons, using the airport while the proposed building activity is going on, from injury arising from the building activity 	A statement referring to safe work practices and site safety precautions should be included.	
Regulation 2.06	A statement setting out the precautions to be taken to <ul style="list-style-type: none"> ▫ Protect property at the airport from damage arising from the building activity. 	A statement referring to protection of Airport Property should be provided.	
Regulation 2.06	A statement setting out the <ul style="list-style-type: none"> ▫ Proposed arrangements for clean-up and rehabilitation of the site of the proposed building activity. 	A statement detailing proposals for site clean-up/rehabilitation should be included as appropriate to the location and scale of the project.	