

BUILDING CERTIFICATION TERMS TO KNOW

STAGE 1- PRE-CONSTRUCTION

Build Over Sewer (BOS): an approval from Council is required to build over or near a sewer line. When doing property searches, BA&A can determine if a BOS permit is required.

Build Over Stormwater (BOSW): an approval from Council is required if you want to build over or near a stormwater infrastructure. When doing property searches, BA&A can determine if a BOSW permit is required.

Decision notice: The form at the beginning of the approval that set out the documents within the approval - includes the time frames and class of the building work.

Form 18: this is a document sent to the owners of a property to advise that a private certifier has been engaged (to assess and carry out inspections of the proposed building work).

QBCC insurance: the builder needs home insurance warranty when carrying out some building work. Home insurance warranty is a protection of homeowners in situations where the contractor fails to complete the work, the work is defective, or subsidence occurs.

Qleave: all building and construction work carried out in Queensland, where the total cost of work is \$150,000 or more must be notified to Qleave. Relaxation (or Siting Variation): may be required by Council if you are building within the boundary setbacks of your property. There are different setback requirements for lots under 450m² and lots over 450m².

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RFI: Request for Information, sometimes also called a list of requirements. This document outlines all items required by the certifier to issue an approval.

Signed Engagement Agreement (SEA): an engagement agreement must be signed by the owner or the applicant (if not the owner) when engaging a building certifier. Then the certification process can commence, and the certifier can engage Council.

Town planning – sometimes known as DA: town planning may be required when the building work does not meet the requirements of the Local Authority planning scheme.

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STAGE 2 – DURING CONSTRUCTION & FINALISATION

Asbestos Clearance Certificate: this is a safety compliance document. It states that a thorough inspection was carried out on a building / structure that has undergone asbestos removal. Declares the area safe to be occupied. This inspection must be carried out by an A class asbestos assessor, entirely independent from the company in charge of the removal process.

Form 4: this is a document organised by a plumber. It reports the plumber has completed notifiable work – eg capping or sealing of the sewer.

Form 11: this certificate is issued by a building surveyor when the building works have been substantially completed for attached dwellings or commercial to confirm it was constructed as per the building approval.

Form 12: aspect certificate, this is filled out by an engineer, surveyor or electrician to identify that an aspect of the project has been completed – eg footings inspection, slab inspection – building set out – building height.

Form 15: certificate required before the building work can commence and/ or at the completion of final inspection. States that an aspect of building work or a specification will, if / when installed or carried out as stated in the form, comply with the building assessment provisions. [Link.](#)

Form 16: used by a certifier/ RPEQ, to state when a stage of work is compliant with the building development approval. [More here](#)

Form 21: this is the final certificate issued by the certifier to the owner and Council to finalise the building application. For pool approvals, the final certificate is a Form 17.

Form 23: this is a pool fence compliance certificate issued by a pool safety inspector and required when selling or leasing a property with a regulated pool.

Form 43: (previously the F16) confirms the aspect work (termite, glass barriers, installation of roof sheeting etc) complies with the building approval. QBCC Licensees will provide this to builders once work is completed. [More here](#)

Form 57: document sent 3 months before the Building Approval lapsing date. The applicant can then decide if the building work/ remaining documentation is likely to be finalised within the remaining time period. If not, a time extension may be arranged.

Form 61: non-compliance notice which may be issued following final inspection.