

What is Building Works Assessable Against the Planning Scheme?

Building Works Assessable against the Planning Scheme means an application for Preliminary Approval for Building Works on a local heritage place. The purpose of the application is to ensure that the proposed works preserve and/or conserve the heritage qualities of the building or structure prior to undertaking the physical construction works on the premises.

How Can I Determine if my Property is a Heritage Place?

Schedule 5 of the [Charters Towers Regional Town Plan Version 2](#) provides the full listings of local heritage places.

What do I Need to Lodge a Development Application?

To lodge a properly made Development Application, you will need to provide:

- 1) Completion of [DA Form 2](#)
- 2) [Plans of Development](#) (including Site, Floor, Elevation Plans)
- 3) Payment of [Council Fee](#), and
- 4) [Town Planning Report](#) including assessment against the Heritage Overlay Code of the [Charters Towers Regional Town Plan Version 2](#).

If your application is for the partial or total demolition of a local heritage place, you must include a Structural Integrity Report by a Registered Professional Engineer of Queensland (RPEQ) being a Structural Engineer. The Report must demonstrate that the building or structure is structurally unsound and financially unsustainable to restore therefore justify its demolition.

Will I Need to Carry out Public Notification?

Public Notification is only required for the partial or total demolition of a local heritage place. If required, public notification will need to be carried out for 15 business days and involve:

- 1) [Publishing a notice in the Townsville Bulletin](#)
- 2) [Placing a notice on the subject site](#), and
- 3) Giving notice to adjoining land owners.

During this time, submissions may be received from members of the public. If received, the application will then need to be decided by Council at one of its future General Meetings.

For more guidance on submissions or how to write a submission please review the [Making a Submission about a Development Application Information Sheet](#).

What Will my Development Permit Contain?

Once approved, your Development Permit will:

- 1) Contain development conditions that you must comply with prior to commencing construction such as:
 - a) Complying with any referral agency conditions
 - b) Obtaining subsequent Development Permits for Building and Plumbing and Drainage Works
 - c) Ensuring works during construction maintains the character and amenity of the surrounding locality
 - d) Connecting to infrastructure such as roads, driveway crossovers, water, sewer, telecommunication or electricity
- 2) Include the approved Plans of Development, and
- 3) Have a currency of only two years.

The information collected on this form will be used by the Charters Towers Regional Council for the purpose of processing and assessment of your application/request. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the *Right to Information Act 2009* and *Information Privacy Act 2009*). This information will be stored on Council's database. The information collected will be retained as required by the *Public Records Act 2002*.