

## APPLICATION FOR BUILDING ACTIVITY/DEVELOPMENT CONSENT

### PART ONE: APPLICANT DETAILS

**APPLICANT'S NAME & CONTACT DETAILS** – If no representative is nominated, AAC will use this contact only

Company Name & ABN:			
Contact Name:		Position:	
Postal Address:			
Phone (W):		Phone (Mobile):	
Fax:		Email:	

**APPLICANT'S REPRESENTATIVE (IF APPOINTED)** - If nominated, the AAC will direct all enquiries to this representative.

Company Name:			
Contact Name:		Position:	
Postal Address:			
Phone (W):		Phone (Mobile):	
Fax:		Email:	

**TENANT'S CONSENT** – The current lessee from the AAC (as per the lease for the site/building) of the land must provide their approval prior to lodging this application.

As lessee/s of the land/building to which this application relates, I/we consent to this application. I/we also give consent for authorised Airport staff or agents to enter (without prior notice) the land to carry out inspections.

Name:		Position:	
Signature:		Date:	
Name:		Position:	
Signature:		Date:	

**If you are signing on behalf of the lessee as its legal representative, please state the name of your legal authority and attach documentary evidence:**

\_\_\_\_\_

(e.g. Power of Attorney, executor, trustee, company director)

Company Name & ABN \_\_\_\_\_

## PART TWO: BUILDING ACTIVITY/DEVELOPMENT DETAILS

<b>We need to correctly identify the land to be developed.</b> (Please attach a site plan either from the lease or prepared by a registered surveyor)	Site/Bldg No:		Lot No:		DP:	
	Address:					
<b>Description of the current use of the site / building.</b> (What is the property used for at present? The proposal must be compliant with the lease. Otherwise the applicant must also seek approval for change to the lease)						
<b>Description of the proposed development/ building activity</b> (What is the development to be used for, numbers of persons working in the development, etc.)						
<b>How does the development/building activity comply with the Airport Master Plan?</b> (The Applicant will need to ensure the proposed development complies with the Airport Master Plan, AES and future planning)						
<b>Estimated Project Value \$ (incl GST)</b> (Please state the project value estimate, including all associated building costs, provided by an architect or quantity surveyor. If unsure, ask for current building construction figures)		\$				
<b>Estimate provided by:</b>						
<b>Will this be a new building?</b> (If yes, please indicate m <sup>2</sup> area)						
<b>What is the type of development/building activity?</b>						<b>Y or N</b>
	Demolition					
	New Building or Structure					
	Alterations/additions to an existing building					
	Earthworks					
	Carpark / hardstands					
	Signage					
	Change of Use					
Remediation						
Other – please specify						
<b>Will the proposed development/building activity involve any of the following?</b>  (If yes to any of these items special consideration will need to be given to approval or management during construction)						<b>Y or N</b>
	Destruction or damage to historic features					
	Earthworks next to the Open Space Buffer at Oxley Creek					
	Earthworks below the 5m AHD contour (where acid sulfate soils are generally found in Brisbane)					
	Is the site identified as contaminated?					
	Removal or damage to trees/bushland					
	Extraction or use of groundwater					
	Stormwater drainage works					
Moveable dwelling, temporary storage containers						
Temporary structures						

How many people currently use the site?		What is the proposed number of people using the site?	
How many customer/visitor vehicles are expected?		How many business vehicles are used?	
How many employee vehicles are expected?			
What is the maximum size/weight of vehicles using the site?		Has provision been made for delivery/ pick-up vehicles? (Y or No)	

### CONTACT DETAILS FOR YOUR ARCHITECT, DESIGNER OR BUILDER

(We may need to discuss the details of the documents and will contact the organisation direct)

Company Name & ABN:			
Contact Name:		Position:	
Postal Address:			
Phone (W):		Phone (Mobile):	
Fax:		Email:	

### PART THREE: AVIATION

Due to the impact of building activity/development in the vicinity of aviation facilities, all works on airport need to be reviewed for compliance.

**Have you discussed the proposed works with the Operations & Technical Officer?**      ( ) Yes    ( ) No

If yes, who did you speak to?

Name:		Date:	
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**What documents have they requested be provided with this application?**

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**Have you provided aviation impact assessments?**      ( ) Yes    ( ) No

**Has the proposed building activity/development been assessed for compliance with and evidence provided for the following?**

	Y or N
Obstacle Limitation Surface (OLS)	
Air disturbance (including plumes)	

Is the proposed development on airside or interfacing with airside? ( ) Yes ( ) No

If yes, what measures are taken to ensure airside security is maintained throughout the works to meet the standards required by the Transport Security Act 2004?

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## PART FOUR: ENVIRONMENT MANAGEMENT

Due to the impact on the environment, all building works on the Airport need to be reviewed for compliance.

All applications must include a completed Assessment of Environmental Effects form (Form BC-01D) available on our website at <https://archerfieldairport.com.au/property-development/building-approvals/>

Have you completed the Assessment of Environment Effects form (Form BC-01D)? ( ) Yes ( ) No

Have you discussed the proposed development with the Airport Environment representative? ( ) Yes ( ) No

If yes, who did you speak to?

Name:		Date:	
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What documents have they requested be provided with this application?

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## PART FIVE: CHECKLIST & LODGEMENT

All applications must include the following:

- Completed BC-01B, BC-01C and BC-01D documents.
- Copy of all associated plans and drawings
- Copy of all reports and certificates (as per inspection or design certification templates)
- A complete list of all documents lodged including descriptions, drawing and report numbers, revision numbers and date (as per the Document Register BC-01F).

Have you completed the Building Activity/Development Consent Application Checklist (Form BC-01C)?

( ) Yes ( ) No

**Have you discussed the proposed development with the Airport Building Controller (ABC)?**

( ) Yes ( ) No

(Discussing the application with the ABC prior to lodging the Building Activity/Development Consent will assist in determining the documentation required. Contact the ABC on (07) 3216-3040.)

If yes, who did you speak to?

Name:		Date:	
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**Declaration**

I/We apply for consent to carry out the building activity/development described in this application.

I/We declare that all the information given is true and correct and understand that:

- If incomplete, the application may be delayed or rejected
- More information may be requested within 21 days of lodgement

I/we agree that, should the application require assessment by a specialist consultant or referral to regulatory bodies (e.g. CASA, Air Services Australia) due to the nature of the building activity/development, AAC will advise the applicant of the approximate value of the additional fees, and following written acceptance of these fees, AAC may proceed to commission these assessments. All fees for third party consultants will be at the cost +10% plus GST to the applicant and paid in advance. Failure to pay requested fees will result in delay or refusal of the application.

Company Name & ABN:			
Name:		Position:	
Signature:		Date:	

**Lodgement of Application**

Applications can be lodged at Archerfield’s administration office:

Top Floor, Terminal Building  
Grenier Drive  
Archerfield QLD 4108

Or, via email to [aac@archerfieldairport.com.au](mailto:aac@archerfieldairport.com.au)

To make alternative arrangements, please call (07) 3275 8021.

## Fees

The current AAC application fee schedule is as follows:

Estimated Cost of Building Activity	AAC Application Fee (ex GST)
Under \$10,000	\$150
\$10,000 - \$100,000	\$300
Over \$100,000	\$500 + 0.1% of the balance in excess of \$100,000

## Payment

Payment of fees is to be made by either of the two payment methods below.

- Direct deposit to the following account. (Proof of deposit must be lodged with this application)

**Account Name:** Archerfield Airport Corporation  
**BSB No:** 034-081  
**Account No:** 137-089

- Credit card: Please complete the details below:

CARD TYPE	VISA		MASTERCARD		AMEX	
ACCOUNT NO (BELOW)						
EXPIRY DATE	/	NAME ON CARD				
SIGNATURE						