Ipswich Planning Scheme

Assessment Checklist

This checklist is part of a series of guides which has been prepared to assist people to interpret the Ipswich Planning Scheme and implement the Integrated Development Assessment System (IDAS).

This checklist is designed to help people determine—

- the development activities involved in a proposal;
- whether one or more proposed development activities is self-assessable or requires an application under the planning scheme and / or schedule 8 of the *Integrated Planning Act 1997* (IPA); and
- if necessary, the application forms required to be completed.

Step 1 Proposed Development Site

Identify the proposed development site.	Street address _____ Lot and plan details _____

Step 2 Applicable Planning Scheme

Identify the local government's planning scheme that applies to the development site.	

Step 3 Zone

Determine the zone and any sub-area or precinct applying to the land by referring to the planning scheme maps contained in the applicable planning scheme.

URBAN AREAS LOCALITY

☐ Large Lot Residential Zone
Incorporating Sub Areas:
- ☐ Sub Area LLR1
- ☐ Sub Area LLR2
- ☐ Sub Area LLR3
- ☐ Sub Area LLR4

☐ Residential Medium Density Zone
Incorporating Sub Areas:
- ☐ Sub Area RM1
- ☐ Sub Area RM2
- ☐ Sub Area RM3

☐ Future Urban Zone
Incorporating Sub Areas:
- ☐ Sub Area FU1 - Ripley
- ☐ Sub Area FU2 - Redbank Plains
- ☐ Sub Area FU3 - Chuwar
- ☐ Sub Area FU4 - Walloon-Thagoona
- ☐ Sub Area FU5 - Keidges Road

☐ Major Centres Zone
Incorporating Sub Areas:
- ☐ Sub Area MC1 - Booval
- ☐ Sub Area MC2 - Brassall
- ☐ Sub Area MC3 - Yamanto
- ☐ Sub Area MC4 - Goodna
- ☐ Sub Area MC5 - Redbank Plaza
- ☐ Sub Area MC5 - Redbank Plains

☐ Residential Low Density Zone
Incorporating Sub Areas:
- ☐ Sub Area RL1
- ☐ Sub Area RL2

☐ Character Areas - Housing Zone
Incorporating Sub Areas:
- ☐ Sub Area CHL
  - ☐ Precinct 1 (CHL1)
  - ☐ Precinct 2 (CHL2)
  - ☐ Precinct 3 (CHL3)
  - ☐ Precinct 4 (CHL4)
  - ☐ Precinct 5 (CHL5)
- ☐ Sub Area CHM

☐ Local Retail and Commercial Zone
Incorporating Sub Areas:
- ☐ Sub Area LC1
- ☐ Sub Area LC2

☐ Local Business and Industry Zone
Identify Sub Area (LB1-LB16)
_____

☐ Local Business and Industry Investigation Zone
Incorporating Sub Areas:
- ☐ Sub Area LBIA1
- ☐ Sub Area LBIA2

☐ Local Business and Industry Buffer Zone

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Step 3 Zone (continued)

URBAN AREAS LOCALITY (continued)

☐ Character Areas -
Mixed Use Zone
identify Sub Area (CMU1- CMU16)

_____

☐ Business Incubator Zone

☐ Bundamba Racecourse
Stables Area Zone

☐ Limited Development
(Constrained) Zone

☐ Recreation Zone
identify Sub Area (REC1- REC11)

_____

☐ Conservation Zone

☐ Special Uses Zone
identify Sub Area (SU1- SU80)

_____

☐ Special Opportunity
Areas Zone
identify Sub Area (SA1- SA43)

_____

CITY CENTRE LOCALITY

☐ CBD Primary Retail Zone
Incorporating Sub Areas:

  ☐ Sub Area PR1
  ☐ Sub Area PR2
  ☐ Sub Area PR3
  ☐ Sub Area PR4

☐ CBD Secondary Commercial
Zone *Incorporating Sub Areas:*

  ☐ Sub Area SC1
  ☐ Sub Area SC2

☐ CBD Top of Town Zone

☐ CBD North - Secondary
Business Zone

☐ CBD Primary Commercial
Zone *incorporating Sub Area:*

  ☐ Sub Area PC1

☐ CBD Residential High
Density Zone
Incorporating Sub Areas:

  ☐ Sub Area RHD1
  ☐ Sub Area RHD2

☐ CBD Medical Services Zone

REGIONALLY SIGNIFICANT BUSINESS ENTERPRISE & INDUSTRY AREAS LOCALITY

☐ Regional Business & Industry
Zone *Incorporating Sub Areas:*

  ☐ Sub Area RB1 - Wulkuraka
  ☐ Sub Area RB2 - Bundamba-
Riverview
  ☐ Sub Area RB3 - Redbank
Peninsula
  ☐ Sub Area RB4 - Carole Park

☐ Regional Business & Industry
Buffer Zone

☐ Special Uses Zone
*identify Sub Area
(SU2, 19, 20, 27, 28, 29 or 33)*

_____

☐ Regional Business & Industry
Investigation Zone
Incorporating Sub Areas:

  ☐ Sub Area RBIA1 - Ebenezer-
Willowbank
    ☐ Precinct 1
    ☐ Precinct 2
    ☐ Precinct 3
    ☐ Precinct 4
  ☐ Sub Area RBIA2 - New
Chum
  ☐ Sub Area RBIA3 - Swanbank
    ☐ Precinct 1
    ☐ Precinct 2
    ☐ Precinct 3
    ☐ Precinct 4
  ☐ Sub Area RBIA4 - Karrabin

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Step 3 Zone (continued)

AMBERLEY LOCALITY

☐ Amberley Air Base & Aviation Zone *Incorporating Sub Areas:*

☐ Sub Area AA1 - Air Base

☐ Sub Area AA2 - Business Park Investigation Area

☐ Sub Area AA3 - Ivor Marsden Park

☐ Sub Area AA4 - Peripheral Lands

☐ Sub Area AA5 - Amberley State Primary School

ROSEWOOD LOCALITY

☐ Town Centre Zone *Incorporating Sub Areas:*

☐ Sub Area TCP

☐ Sub Area TCS

☐ Sub Area TS

☐ Character Areas - Housing Zone *Incorporating Sub Areas:*

☐ Sub Area CHL

☐ Sub Area CHM

☐ Urban Investigation Areas Zone *Incorporating Sub Areas:*

☐ Sub Area UIA1

☐ Sub Area UIA2

☐ Sub Area UIA3

☐ Service Trades and Showgrounds Zone

☐ Residential Low Density Zone *Incorporating Sub Areas:*

☐ Sub Area RLA

☐ Sub Area RLB

☐ Residential Medium Density Zone

☐ Recreation Zone *identify Sub Area (REC1, 2, 3, 4, 5 or 6)*

_____

☐ Special Uses Zone *identify Sub Area (SU1, 2, 4, 7, 22, 26, 59 or 61)*

_____

TOWNSHIPS LOCALITY

☐ Township Residential Zone *incorporating Sub Area:*

☐ Sub Area TR1 - Marburg

☐ Township Character Mixed Use Zone *Incorporating Sub Area:*

☐ Sub Area TMU1 - Queen St, Harrisville

☐ Township Business Zone

☐ Special Uses Zone *identify Sub Area (SU1, 4, 14, 15, 16, 21, 22, 29, 33, 59, 60, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72 or 73)*

_____

☐ Township Character Housing Zone *incorporating Sub Area:*

☐ Sub Area TCH1 - Harrisville

☐ Stables Residential Investigation Zone *Incorporating Sub Area:*

☐ Sub Area SR1 - Marburg

☐ Showgrounds, Sport, Recreation, Service Trades and Trotting Zone

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Step 3 Zone (continued)

RURAL LOCALITY

☐ Rural A (Agricultural) Zone

☐ Rural B (Pastoral) Zone
Incorporating Sub Area:

   ☐ Sub Area RB1 - Tallegalla

☐ Rural C (Rural Living) Zone

☐ Rural D (Conservation) Zone

☐ Rural E (Special Land Management) Zone

☐ Special Uses Zone
Identify Sub Area (SU1, 2, 4, 15, 16, 19, 22, 28, 29, 33, 40, 57, 62, 74-79)

_____

SPRINGFIELD LOCALITY

☐ Community Residential Designation

☐ Town Centre Designation

   ☐ Town Business Precinct

   ☐ Retail Precinct

   ☐ Town Residential Precinct

   ☐ Health Services Precinct

   ☐ Education Precinct

   ☐ Research & Technology Precinct

   ☐ Special Business Precinct

   ☐ Service Trade Precinct

   ☐ Recreation Precinct

☐ Open Space Designation

   ☐ Community Open Space Classification

   ☐ Private Open Space Classification

   ☐ Creekline Vegetation Area Classification

☐ Conservation Designation

☐ Regional Transport Corridor Designation

☐ Special Development Area

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Step 4 Overlay

Determine which (if any) overlays apply to the land by referring to the planning scheme maps in the applicable planning scheme.	☐ None ☐ Character Places Overlay ☐ Bushfire Risk Areas ☐ Land Affected by Key Resource Areas, Haul Routes & Existing Mines ☐ Difficult Topography ☐ Flooding & Urban Stormwater Flow Path Areas ☐ Buffers to Highways & Regional Transport Corridors ☐ Defence Facilities ☐ Motorsports Buffers ☐ Wastewater Treatment Buffers ☐ Swanbank Power Station Buffer ☐ High Pressure Pipelines ☐ Warrill Creek Water Catchment ☐ High Voltage Electricity Transmission Lines ☐ Rail Corridor Noise Impact Management

Step 5 Type of Development

Identify all of the development activities involved in your proposal.	☐ Material Change of Use ☐ Building Work ☐ Operational Works ☐ Reconfiguring a Lot ☐ Plumbing and Drainage Work

Step 6 Assessment Category Under the Planning Scheme

Identify which (if any) of the development activities involved in your proposal are assessable under the planning scheme.	The separate actions below will assist in determining whether the development activities involved in the proposal are assessable under the planning scheme. Only deal with those that relate to the development activities involved.

For Material Change of Use

(A) Go to the assessment table for material change of use that applies to the *zone* in which the land is located and find the *use or use class* in column 1 that best describes the proposal and any *other applicable criteria* in column 2, to determine the assessment category.	For some proposals, more than one use may be involved.
(B) If the development site is also covered by an *overlay* go to the overlay assessment table for material change of use and find the *use or use class* in column 1 and any *other applicable criteria* in column 2, to determine the assessment category. *For land covered by an overlay, the assessment category for the overlay may be different from the assessment category for the zone. Table 1 gives an example of how an overlay may change the assessment category. (Please note that the highest assessment category prevails.)*	*Table 1* (see below)
(C) If self-assessable or code assessable, identify the applicable codes.	

Table 1

Zone Assessment Category	Overlay Assessment Category			
	Exempt	Self Assessable	Code	Impact
Exempt	Exempt	Self Assessable	Code	Impact
Self Assessable	Self Assessable	Self Assessable	Code	Impact
Code	Code	Code	Code	Impact
Impact	Impact	Impact	Impact	Impact

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(D)	If impact assessable, identify the relevant assessment criteria.	Impact assessment is a broader assessment than code assessment and involves the assessment of the application against all relevant elements of the scheme.
(E)	If the building work is assessable development (code or impact), complete Form 1 Development Application— ▪ Part A; and ▪ Part B; and ▪ the Referrals Checklist.	

For Building Work Not Associated With a Material Change of Use

(A)	Go to the assessment table for 'other development' that applies to the <u>zone</u> in which the land is located and find the <u>description of building work</u> in column 1 that best describes the proposal and any <u>other applicable criteria</u> in column 2, to determine the assessment Category.	
(B)	If the development site is also covered by an *overlay* go to the overlay assessment table for 'other development' and find the <u>description of building work</u> in column 1 and any <u>other applicable criteria</u> in column 2, to determine the assessment category. *For land covered by an overlay, the assessment category for the overlay may be different from the assessment category for the zone. Table 2 gives an example of how an overlay may change the assessment category. (Please note that the highest assessment category prevails.)*	*Table 2* **Overlay Assessment Category table** (see below)

Table 2

Zone Assessment Category	Overlay Assessment Category			
	Exempt	Self Assessable	Code	Impact
Exempt	Exempt	Self Assessable	Code	Impact
Self Assessable	Self Assessable	Self Assessable	Code	Impact
Code	Code	Code	Code	Impact
Impact	Impact	Impact	Impact	Impact

(C)	If self-assessable or code assessable, identify the applicable codes.	
(D)	If impact assessable, identify the relevant assessment criteria.	Impact assessment is a broader assessment than code assessment and involves the assessment of the application against all relevant elements of the scheme.
(E)	If the building work is assessable development (code or impact), complete Form 1 Development Application— ▪ Part A (if not already completed); and ▪ Part B.	An application for building work requiring assessment against the planning scheme must be made to the local government.

For Operational Works Not Associated With a Material Change of Use

(A)	Go to the assessment table for 'other development' that applies to the *zone* in which the land is located and find the <u>description of operational works</u> in column 1 that best describes the proposal and any <u>other applicable criteria</u> in column 2, to determine the assessment category.	
(B)	If the development site is also covered by an *overlay* go to the overlay assessment table for 'other development' and find the <u>description of operational works</u> in column 1 and any *other* <u>applicable criteria</u> in column 2, to determine the assessment category. *For land covered by an overlay, the assessment category for the overlay may be different from the assessment category for the zone. Table 3 gives an example of how an overlay may change the assessment category. (Please note that the highest assessment category prevails.)*	*Table 3* **Overlay Assessment Category table** (see below)

Table 3

Zone Assessment Category	Overlay Assessment Category			
	Exempt	Self Assessable	Code	Impact
Exempt	Exempt	Self Assessable	Code	Impact
Self Assessable	Self Assessable	Self Assessable	Code	Impact
Code	Code	Code	Code	Impact
Impact	Impact	Impact	Impact	Impact

(C)	If self-assessable or code assessable, identify the applicable codes.	

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(D)	If impact assessable, identify the relevant assessment criteria.	Impact assessment is a broader assessment than code assessment and involves the assessment of the application against all relevant elements of the scheme.
(E)	If the operational works is assessable development (code or impact), complete Form 1 Development Application— • Part A (if not already completed); and • Part E; and • the Referrals Checklist.	An application for operational works must be made to the local government.

For Reconfiguring a Lot

(A)	Go to the assessment table for 'other development' that applies to the *zone* in which the land is located and find the <u>description for reconfiguration</u> in column 1 and any <u>other applicable criteria</u> in column 2, to determine the assessment category.	Schedule 8 of IPA makes all reconfiguring a lot assessable development except if the proposal is— for the amalgamation of 2 or more lots; • for a building format plan that does not subdivide land; • in relation to the *Acquisition of Land Act 1967;* • on Strategic Port Land.

(B)	If the development site is also covered by an *overlay* go to the overlay assessment table for 'other development' and find the <u>description for reconfiguration</u> in column 1 and any <u>other applicable criteria</u> in column 2, to determine the assessment category. *For land covered by an overlay, the assessment category for the overlay may be different from the assessment category for the zone. Table 4 gives an example of how an overlay may change the assessment category. (Please note that the highest assessment category prevails.)*	*Table 4*

Table 4

Zone Assessment Category	Overlay Assessment Category			
	Exempt	Self Assessable	Code	Impact
Exempt	Exempt	Self Assessable	Code	Impact
Self Assessable	Self Assessable	Self Assessable	Code	Impact
Code	Code	Code	Code	Impact
Impact	Impact	Impact	Impact	Impact

(C)	If code assessable, identify the applicable codes.	
(D)	If impact assessable, identify the relevant assessment criteria.	Impact assessment is a broader assessment than code assessment and involves the assessment of the application against all relevant elements of the scheme.
(E)	If the reconfiguring is assessable development (code or impact), complete Form 1 Development Application— • Part A (if not already completed); and • Part F; • the Referrals Checklist.	An application for reconfiguring a lot must be made to the local government.

Step 7 Assessment Category Under Schedule 8 of IPA

(A)	Go to schedule 8, part 1 of IPA to determine if any of the development activities are assessable development and schedule 1 of the *Integrated Planning Regulation 1998* to determine the assessment category.	Schedule 8 of IPA makes the following development assessable.
		• Building work that it is not declared to be self-assessable or exempt development under the Standard Building Regulation (SBR)—code assessable.
		• Material change of use for a licensed brothel—code assessable in an industrial area, otherwise impact assessable.
		• Material change of use for an environmentally relevant activity—code assessable.
		• Operational work for the clearing of native vegetation on freehold land (unless the clearing is also assessable under the planning scheme)—code assessable where the clearing is not—
		  - necessary to build a single residence and associated buildings and structures;
		  - for essential management;
		  - associated with forestry practices;
		  - of non-remnant vegetation as delineated on the Regional Ecosystem or Remnant Maps.

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	- in an urban area that is not delineated as 'endangered' regional ecosystem or declared to be high nature conservation value; - for routine management in a non-urban area; - the natural and ordinary consequence of other assessable development where the development infrastructure occupies less than 5 hectares, and in a non-urban area; - for reconfiguring a lot, where the reconfiguration does not involve the opening of new road, and is in a non-urban area.
(B) If the development is assessable, complete Form 1 Development Application— ■ Part A (if not already completed); and ■ Part B (for building work); or ■ Part G (for an ERA); or ■ Part H (for a licensed brothel); or ■ Part J (for vegetation clearing); and ■ Referrals Checklist (for other than Part B or	An application assessable under schedule 8 of IPA for— ■ Building work under the *Building Act 1975* only is made to the local government or a private building certifier. ■ Clearing of native vegetation on freehold land only is made to the Department of Natural Resources and Mines (unless the clearing is also assessable under the planning scheme). ■ An environmentally relevant activity (ERA) only is made to the Environmental Protection Agency (unless the ERA is devolved to the local government, or delegated to the Department of Primary Industries). ■ A licensed brothel is made to the local government.

Step 8A Self-Assessing a Proposal

If a proposed development activity is self-assessable, check that it complies with the applicable code.	If the development activity does not comply with the acceptable solutions in the code, it is assessable. The acceptable solutions in the code are like conditions of an approval and continue to apply to the development through its life.

Step 8B Making the Application

If a proposed development activity is assessable, lodge the applicable parts of Form 1 Development Application together with any supporting information,	An application requiring assessment against the SBR may be lodged with the local government building certifier or a private building certifier. An application for material change of use requiring assessment against schedule 8 of IPA must be made to the local government unless the application is for an environmentally relevant activity (ERA) only (i.e. no assessment is required under the planning scheme). In this case the application is made to the Environmental Protection Agency or the local government if the ERA is devolved, or the Department of Primary Industries if the ERA is cattle feedlotting or pig farming. An application for vegetation clearing must be made to the Department of Natural Resources and Mines (unless the clearing is also assessable under the planning scheme).

What other Guidance is Available?

To provide further assistance, the following User's Guides have been prepared—

User's Guide 1:   Features of the Planning Scheme and its Relationship to State Legislation
User's Guide 2:   Determining if an Application is Required
User's Guide 3:   Making an Application
User's Guide 4:   Assessing an Application
User's Guide 5:   Acting on an Approval
User's Guide 6:   Commenting on an Application

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