



**Australian Government**

# **CPCCBS6107 Prepare planning and development applications for buildings to three storeys**

**Release: 1**

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## Modification History

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| Release 1 | <p>This version first released with CPC Construction, Plumbing and Services Training Package Release 6.0.</p> <p>Supersedes and is equivalent to CPCCBS6007 Process planning applications for commercial buildings up to three storeys. Code and title changed to better reflect outcome. Function broadened to incorporate deleted CPCCBS6006 Process planning applications for residential buildings up to three storeys. Updated assessor requirements. Edited for clarity and updated to reflect current industry practice.</p> |
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## Application

This unit of competency specifies the skills and knowledge required to prepare planning and development applications for buildings included in National Construction Code (NCC) definitions for all classes of buildings up to three storeys and not exceeding 2,000 square metres in floor area. It includes gathering and assessing documentation that supports the planning and development application process required to obtain planning permission.

The unit is suitable for building surveyors who draw on their broad theoretical knowledge and technical skills to carry out the statutory role of ensuring that proposed building projects meet requirements for issuing planning permits.

This unit forms part of the licensing requirements for building surveying in some states and territories. Relevant state and territory regulatory authorities should be consulted to clarify these requirements.

## Pre-requisite Unit

Nil.

## Unit Sector

Building surveying

## Elements and Performance Criteria

| Elements describe the essential outcomes. | Performance criteria describe what needs to be done to demonstrate achievement of the element. |
|-------------------------------------------|------------------------------------------------------------------------------------------------|
| 1 Plan and prepare to                     | 1.1 Review scope and nature of planning and development                                        |

|                                                              |     |                                                                                                                                                                                                                |
|--------------------------------------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| assess planning and development application.                 |     | application against jurisdictional planning legislation including local planning schemes and policies.                                                                                                         |
|                                                              | 1.2 | Use geographical and aerial mapping to assess development site for suitability.                                                                                                                                |
|                                                              | 1.3 | Identify need for specialist expertise and engage relevant persons to provide advice throughout the planning application process.                                                                              |
| 2 Assess planning and development application documentation. | 2.1 | Review planning and development application documentation to ensure accuracy, currency and completeness according to local authority requirements, and request additional information from client as required. |
|                                                              | 2.2 | Confirm property ownership with reference to titles and other relevant documentation.                                                                                                                          |
|                                                              | 2.3 | Assess submitted documentation for compliance with current and relevant local planning scheme, codes and legislation, and document areas of non-compliance.                                                    |
|                                                              | 2.4 | Review site of proposed planning and development application for possible environmental protection laws and exclusions and note and document compliance requirements.                                          |
|                                                              | 2.5 | Assess design plans for compliance with relevant legislation, codes and regulations, and document areas of non-compliance.                                                                                     |
|                                                              | 2.6 | Document required amendments to plans and proposed design alternatives to ensure compliance and communicate to client.                                                                                         |
|                                                              | 2.7 | Discuss non-compliances and proposed design alternatives with relevant persons to arrange re-submission of plans and documentation for planning approval.                                                      |
| 3 Assess revised design plans and documentation.             | 3.1 | Assess revised plans and documentation for planning approval compliance.                                                                                                                                       |
|                                                              | 3.2 | Identify design features requiring clarification and discuss with relevant persons to ensure plans meet                                                                                                        |

compliance requirements.

- 3.3 Update client to provide updates on progress with planning and development application process.
- 3.4 Arrange required public notices and advertising according to regulatory and workplace requirements.
- 3.5 Document responses to objections according to regulatory and workplace requirements.

## Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- numeracy skills to interpret ratios, rates and proportions when examining drawings and documentation.

## Unit Mapping Information

Supersedes and is equivalent to CPCCBS6007 Process planning applications for commercial buildings up to three storeys. Function broadened to incorporate deleted CPCCBS6006 Process planning applications for residential buildings up to three storeys. Updated assessor requirements.

## Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>