



Australian Government

CPCCBS6107 Prepare planning and development applications for buildings to three storeys

Release: 1

CPCCBS6107 Prepare planning and development applications for buildings to three storeys

Modification History

- Release 1 This version first released with CPC Construction, Plumbing and Services Training Package Release 6.0.
- 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.

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.

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|---|---------------------|-----|---|
| 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>

Assessment Requirements for CPCCBS6107 Prepare planning and development applications for buildings to three storeys

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Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by:

- preparing one planning and development application for a project involving a two or three-storey building.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- legislative and local planning requirements governing the issuing of planning and development approvals in the jurisdictions relevant to each building specified in the performance evidence
- legislative roles and responsibilities of those issuing planning permits in the relevant jurisdiction
- planning permit processes and submission requirements including triggers for planning and development approvals
- types of disciplines from which specialist advice may be sought
- types of plans and documentation submitted as part of planning and development approval applications as required under relevant jurisdictional planning legislation for buildings to three storeys:
 - concept drawings to scale, with relevant calculations, levels, notes and specifications
 - planning and development approval application forms
 - proof of building site ownership.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessors must also:

- be licensed as a Building Surveyor Level 1 (or equivalent) or Level 2 (or equivalent) in their state or territory, or
- demonstrate current membership of a relevant industry association and have current registration on the National Building Professionals Register in the Building Industry Control category (level 1), or
- be accredited under the Australian Institute of Building Surveyors (AIBS) National Accreditation Scheme at Building Surveyor level or be accredited by the Royal Institute of Chartered Surveyors as a building certifier.

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to equipment, software, drawings, documentation and materials required to achieve the performance evidence.

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