

APPLICATION FOR A BUILDING COMPLIANCE NOTICE

Residential Services (Accreditation) Act 2002 (Section 29)
MP5.7 – Residential Services Building Standard



Purpose	To ensure premises being used for residential services accommodation provide suitable standards of health, safety and amenity for residents by issuing a building compliance notice for the premises.
Applicant details Complete individual or company as applicable	Individual 1
	Full name _____
	Postal address _____
	Suburb _____ State _____ Post code _____
	Contact phone number _____
	Email address _____
	Individual 2
	Full name _____
	Postal address _____
	Suburb _____ State _____ Post code _____
	Contact phone number _____
	Email address _____
	Corporation/ incorporated association
Legal entity name _____	
Australian company number _____	
Postal address _____	
Suburb _____ State _____ Post code _____	
Contact phone number _____	
Email address _____	
Residential service details	Trading name _____
Address of residential service _____	
Suburb _____ State _____ Post code _____	
Real property description (e.g. Lot 1 RP 2222) _____	
Business phone number _____	
Maximum number of residents who can be accommodated _____	
Building compliance notice	Will Townsville City Council OR a building certifier conduct an assessment and inspection? <input type="checkbox"/> Townsville City Council <input type="checkbox"/> Building certifier Note: A building compliance notice issued within the last 6 months MUST be attached.

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Certificate of compliance MP 5.7, P10 and P11	<p>This application MUST be accompanied with a certificate of compliance for P10 and P11 of MP 5.7 Residential Services Building Standard. Townsville City Council will not assess P10 and P11 of the standard. A building certifier or the Qld Fire and Emergency Service MUST be engaged to issue a certificate of compliance for P10 and P11 of the standard.</p> <p>A certificate of compliance issued in the last 6 months is attached for P10 and P11 of MP 5.7 Residential Services Building Standard from:</p> <p><input type="checkbox"/> Building certifier</p> <p><input type="checkbox"/> Qld Fire and Emergency Service</p>
Appeal process	<p>A decision in relation to this application must be provided to the applicant within 20 business days after Townsville City Council has received the application, the “decision period”.</p> <p>If Townsville City Council decides the premises do not comply with the prescribed building requirements, or Townsville City Council does not decide the application within the decision period, the applicant may appeal to a development tribunal under the <i>Planning Act 2016</i>. The appeal must start within 20 business days after the notice of decision is given or the last day of the decision period. For more information about appeals contact the Registrar, Development Tribunals on 1800 804 833.</p>
Privacy collection statement	<p>Townsville City Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which council manages personal information is governed by the <i>Information Privacy Act 2009</i>. We are collecting your personal information in accordance with <i>Residential Services (Accreditation) Act 2002</i>. The information will be used to process this application to determine compliance with the Qld Development Code MP 5.7 Residential Services Building Standard. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you give your consent to this disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.</p>
Payment options	<p><input type="checkbox"/> In person: I will pay any fees at a Council Customer Service Centre upon submission of my application</p> <p><input type="checkbox"/> Via phone: Contact me for my credit card details.</p> <p>Contact number: _____ (Visa or MasterCard payments are subject to a 0.5% payment processing fee.)</p> <p><input type="checkbox"/> Cheque (must be received with application)</p>
Submit the form	<p>Submit via email: enquiries@townsville.qld.gov.au</p> <p>Submit by mail: Return your completed application form together with cheque/money order payable to Townsville City Council, PO Box 1268, TOWNSVILLE CITY QLD 4810.</p> <p>Submit in person: Present your application at the Customer Service Centre/Service Point located at:</p> <ul style="list-style-type: none">» 103 Walker Street, Townsville City (cash, cheque, EFTPOS and/or credit card (Mastercard or Visa))» CityLibraries Thuringowa, 86 Thuringowa Drive, Thuringowa Central (card only).