

Application for a Building Compliance Notice

Residential Services (Accreditation) Act 2002 (section 29)

MP 5.7 - 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 Postcode
Contact phone number	
Email address	
Individual 2	
Full name	
Postal address	
Suburb	State Postcode
Contact phone number	
Email address	
Corporation / Incorporated Association	
Legal entity name	
Australian Company Number	
Postal address	
Suburb	State Postcode
Contact phone number	
Email address	
Residential service details	
Trading name	
Address of residential service	
Suburb	State Postcode
Real property description (eg. 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? ☐ Townsville City Council
☐ Building certifier

A Building Compliance Notice issued within the last six months MUST be attached ☐ Building Compliance Notice attached

Fire Safety

Has a fire safety installation testing inspection been conducted in the last 6 months? ☐ Yes
☐ No

Please attach a copy of the inspection report (if available) ☐ Inspection report attached

Appeal process

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”.

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 *Planning Act 2016*. 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.

Privacy collection statement

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 *Information Privacy Act 2009 (Qld)*. We are collecting your personal information in accordance with *Residential Services (Accreditation) Act 2002*. 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.

Payment options

☐ In person I will pay any fees at a SERVE Centre upon submission of my application

☐ By phone Contact me for my credit card details Contact number _____
(Visa or MasterCard payments are subject to a 0.5% payment processing fee)

☐ Cheque Must be received with application

Submit the form

Email enquiries@townsville.qld.gov.au

Post Return your completed form together with cheque/money order payable to
Townsville City Council, PO Box 1268, TOWNSVILLE CITY QLD 4810

In person **SERVE Centre - Townsville City**, 103 Walker Street, Townsville City - 8am to 5pm, Monday to Friday
(cash, card, cheque, money order)
SERVE Centre - Citylibraries Riverway, 20 Village Boulevard, Thuringowa Central - 9am to 5pm, Monday to Friday (card only)