

## SDA approval – conditions

<b>Condition 1 – approved plans and documents</b>		<b>Timing</b>
1.1	Carry out the approved development generally in accordance with the approved plans and documents as referenced in Table 1 (including any amendments marked in red), except insofar as modified by any of the conditions of this approval.	To be maintained at all times

**Table 1 – approved plans and documents**

Title	Prepared By	Document No	Date
Proposed Site Plan	Cyber Drafting & Design	220610, Sheet 2, Rev D	11/05/2023
Proposed Floor Plan	Cyber Drafting & Design	220610, Sheet 3, Rev D	11/05/2023
Elevations West & North	Cyber Drafting & Design	220610, Sheet 4, Rev D	11/05/2023
Elevations East & South	Cyber Drafting & Design	220610, Sheet 5, Rev D	11/05/2023
Sections	Cyber Drafting & Design	220610, Sheet 6, Rev D	11/05/2023
Floor Framing & Post Layout	Cyber Drafting & Design	220610, Sheet 7, Rev D	11/05/2023
Roof Plan	Cyber Drafting & Design	220610, Sheet 8, Rev D	11/05/2023
Electrical Plan	Cyber Drafting & Design	220610, Sheet 9, Rev D	11/05/2023
Window Schedule	Cyber Drafting & Design	220610, Sheet 10, Rev D	11/05/2023
Door Schedule	Cyber Drafting & Design	220610, Sheet 11, Rev D	11/05/2023
Internal Elevations	Cyber Drafting & Design	220610, Sheet 12, Rev D	11/05/2023
Internal Elevations	Cyber Drafting & Design	220610, Sheet 13, Rev D	11/05/2023

<b>Condition 2 – commencement of the development</b>		<b>Timing</b>
2.1	Notify the Coordinator-General in writing of the date of commencement of site works.	<i>Within 30 days of commencement of site works</i>
2.2	Notify the Coordinator-General in writing of the date of commencement of use.	<i>Within 30 days of commencement of use</i>

<b>Condition 3 – auditing</b>		<b>Timing</b>
3.1	<p>Prepare and submit audit reports to the Coordinator-General:</p> <ul style="list-style-type: none"> <li>(a) within 30 business days after commencement of site works; and</li> <li>(b) within 30 business days after commencement of the use.</li> </ul> <p>The audit report must be prepared by an independent suitably qualified person to determine whether the conditions of this approval have been complied with.</p> <p>An audit report will contain detail consistent with the information provided in <b>Enclosure 1</b>.</p>	<i>As indicated</i>

<b>Condition 4 – inspection</b>		<b>Timing</b>
4.1	Permit the Coordinator-General, or any person authorised by the Coordinator-General, to inspect any aspect of the development.	<i>At all times</i>

<b>Condition 5 – complaints</b>		<b>Timing</b>
5.1	<p>Record all complaints received relating to the development in a register that includes, as a minimum:</p> <ul style="list-style-type: none"> <li>(a) date and time when complaint was received;</li> <li>(b) complainant’s details including name and contact information;</li> <li>(c) reasons for the complaint;</li> <li>(d) investigations undertaken and conclusions formed;</li> <li>(e) actions taken to resolve this complaint, including the time taken to implement these actions;</li> <li>(f) include a notation in the register as to the satisfaction (or dissatisfaction) of the complainant with the outcome.</li> </ul>	<i>At all times</i>
5.2	Prepare and provide a response to the complainant within 48 hours of receipt of the complaint.	<i>As indicated</i>
5.3	Provide an up to date copy of the register if requested by the Coordinator-General.	<i>As indicated</i>

<b>Condition 6 – access and vehicle parking</b>		<b>Timing</b>
6.1	All parking is to occur on site. Car parking layout must be generally in accordance with the approved plans and documents referenced in <b>Condition 1</b> .	<i>At all times</i>
6.2	An adequate number of on-site car parking spaces for both staff and day visitors necessary for the operation of the site, including disability space must be provided.	<i>Prior to commencement of use and to be maintained</i>
6.3	<p>Design and construct vehicle access, parking, internal roadways and manoeuvring for vehicles on site to a minimum base course gravel standard and in accordance with:</p> <ul style="list-style-type: none"> <li>(a) <i>AS2890.1: 2004 Parking facilities, Part 1: Off-street car parking;</i></li> <li>(b) <i>AS2890.2:2018 Parking facilities, Part 2: Off-street commercial vehicle facilities;</i> and</li> <li>(c) Scenic Rim Regional Council’s Design and Construction Guidelines</li> </ul>	<i>Prior to commencement of use and to be maintained</i>

6.4	All parking and driveways areas are to be maintained in good condition and be trafficable in all weather conditions.	<i>At all times</i>
6.5	All vehicles associated with the development are only permitted to enter and exit the site in a forward gear. Vehicular access is only permitted at approved crossover locations.	<i>At all times</i>
6.6	Provide adequate and safe access for firefighting/other emergency vehicles and for safe evacuation.	<i>At all times</i>

<b>Condition 7 – services and utilities</b>		<b>Timing</b>
7.1	Obtain the necessary approvals for all required services and utilities (power, potable water, sewer, gas, wastewater, communications etc) for both construction and operation.	<i>Prior to commencement of site works</i>
7.2	Provide and maintain to the relevant standards all services and utilities (power, potable water, sewer, gas, wastewater, communications etc) necessary to the development.	<i>At all times</i>

<b>Condition 8 – waste management</b>		<b>Timing</b>
8.1	Reuse, recycle or lawfully dispose of all waste (other than treated wastewater released to land) generated by the development.	<i>At all times</i>
8.2	Solid waste is to be stored on site in vermin-proof facilities until it is transferred to a licensed refuse facility. Waste / containers / receptacles must be maintained in full working order and lids are to remain closed at all times except when receiving or disposing of waste.	<i>At all times</i>
8.3	All wastes must be removed to an approved disposal facility by a transporter holding all necessary government approvals. Waste must be removed at a frequency and in a manner that prevents nuisance from the waste at neighboring premises.	<i>At all times</i>
8.4	Prepare and implement a refuse management strategy which outlines the method and frequency of refuse collection for the development.	<i>Prior to commencement of use and to be maintained</i>

<b>Condition 9 – stormwater drainage</b>		<b>Timing</b>
9.1	Drainage from the development works / building works shall not adversely impact upon adjacent properties. No ponding, concentration or redirection of stormwater shall occur on adjoining land.	<i>At all times</i>
9.2	Provide the discharge of stormwater drainage flows to a legal point of discharge.	<i>At all times</i>
9.3	Drainage works shall be designed and constructed in accordance with the <i>Queensland Urban Drainage Manual</i> .	<i>Prior to commencement of use</i>
9.4	The development must implement erosion control measures designed to minimise soil movement and to minimise silt loads	<i>At all times</i>

	entering drainage lines and watercourses as a result of either the development works / building works.	
9.5	Releases to water must not cause any visible oil slick or other visible evidence of oil or grease, nor contain visible grease, scum, litter or floating oil.	<i>At all times</i>

<b>Condition 10 – wastewater treatment</b>		<b>Timing</b>
10.1	Prepare and submit to the Coordinator-General a wastewater management plan that includes the following: (a) a site plan identifying the location of the office, septic tank, septic trenches and the existing watercourse (b) the sanitary drainage layout and water reticulation layout (c) pipe and trench details.	<i>Prior to commencement of site works</i>
10.2	A Site and Soil Evaluation for the on-site wastewater management facilities servicing the office block is required to be submitted to Seqwater for review. The report is to be prepared by an appropriately qualified wastewater designer and in compliance with Acceptable Outcome 5.2 the <i>Seqwater Development Guidelines for Water Quality Management in Drinking Water Catchments 2017</i> and the Land Use Risk Tool referenced therein. The treatment system must be: (a) where located in a flood zone, of advanced secondary with nutrient removal standard (b) if not located in a flood zone, of advanced secondary standard (c) a sub-surface method of irrigation chosen.	<i>Prior to commencement of site works</i>
10.3	The wastewater treatment system and disposal area are to be inspected and serviced by an appropriately qualified professional in accordance with the manufacturer’s recommendations and at least annually.	<i>As indicated</i>
10.4	Ensure vehicular, machinery or domestic animal traffic movement does not occur over the effluent disposal area, to maintain the integrity and function of sub-surface pipelines.  <i>Note: Barriers such as fencing or shrubs are to be used when necessary.</i>	<i>At all times</i>
10.5	Ensure on-site wastewater facilities incorporate a warning system to notify of pump failure and/or high water level comprising of highly visible strobe warning light at the tank and an internal alarm mounted in the office comprising of an audible and visual alarm. A licenced plumber/service provider must be contacted as soon as practical after an alarm activates to rectify the issue.	<i>At all times</i>

<b>Condition 11 – disaster management plan</b>		<b>Timing</b>
11.1	Prepare a disaster management plan (DMP) by a suitably qualified person to ensure the safety and well-being of all occupants of the office. The DMP must provide details on the following: (a) potential natural and man-made hazards and emergency events (b) strategies for the protection of life and property	<i>Prior to commencement of use</i>

	<p>(c) workforce numbers (including general breakdown of site access arrangements both construction and operational)</p> <p>(d) response procedures to incidents/events, including: injuries, medical evacuations, road accidents, spills, fire, floods, and other natural hazards</p> <p>(e) evacuation procedures</p> <p>(f) demonstration of long-term resilience in distressed conditions in the event an evacuation cannot be achieved, including details of access to food, water and medical supplies.</p>	
11.2	Implement and undertake the works, procedures and processes as required in the DMP.	<i>Prior to commencement of use and to be maintained</i>

<b>Condition 12 – flood hazard</b>		<b>Timing</b>
12.1	<p>The floor level of any development located in the flood hazard area is to be constructed at a minimum of 500 millimetres above the defined flood level applicable to Lot 12 on SP186526.</p> <p><i>Note: The flood hazard area is shown on the Flood Hazard Overlay Map – Hazard Area OM-06-A in the Scenic Rim Planning Scheme 2020. For information on the defined flood level of the property contact Scenic Rim Regional Council.</i></p>	<i>At all times</i>

<b>Condition 13 – external details</b>		<b>Timing</b>
13.1	Construct and/or paint external details of buildings and structures to reduce visual impact and negate excessive glare in accordance with current best practise.	<i>Prior to commencement of use and to be maintained</i>

<b>Condition 14 – repair of damage</b>		<b>Timing</b>
14.1	Repair any property fencing, roads, service infrastructure and re-instate existing signage and pavement markings that have been removed or damaged during any works carried out in association with the approved development.	<i>Prior to commencement of use and to be maintained</i>

<b>Condition 15 – lighting</b>		<b>Timing</b>
15.1	Ensure outdoor lighting installed within the development minimises light spill in the adjacent properties and sensitive receptors in accordance with <i>AS4282:1997 Control of obtrusive effects of outdoor lighting</i> .	<i>At all times</i>

<b>Condition 16 – infrastructure agreement</b>		<b>Timing</b>
16.1	Enter into an infrastructure agreement or other arrangement with Scenic Rim Regional Council where required.	<i>Prior to commencement of use</i>

<b>Condition 17 – earthworks</b>		<b>Timing</b>
17.1	All earthworks associated with the car parking and access driveway(s) or building works are to be undertaken in accordance with the Earthworks, Construction and Water Quality Code of the Scenic Rim Planning Scheme 2020.	<i>Prior to commencement of use</i>

<b>Condition 18 – air quality</b>		<b>Timing</b>
18.1	A noxious or offensive odour must not be emitted beyond the boundaries of the premises. No particulate matter or visible contaminant, including dust, smoke, fumes and aerosols likely to cause environmental harm is to emanate beyond the boundaries of the premises.	<i>At all times</i>
18.2	Dust from the building works and on-going operation of the site must not reduce the amenity or create a nuisance to neighbouring properties.	<i>At all times</i>

<b>Condition 19 – construction activity and noise</b>		<b>Timing</b>
19.1	Construction activity and noise must be limited during earthworks and construction of the development to the hours of 6:30am to 6:30pm Monday to Saturday, with no work to occur on Sunday or public holidays.	<i>As indicated</i>

## Advice

### Currency period

This SDA approval is valid until the end of the currency period, four years after the date of approval, unless the approval states a different period. For the SDA approval to remain valid the proponent must have, before the end of the currency period:

- substantially started the development; or
- made an application to the Coordinator-General to extend the currency period.

### Other approvals

This approval relates solely to the material change of use for an office (administration building) within the Bromelton State Development Area. All other approvals and/or permits required under local, state and/or commonwealth legislation must be obtained prior to the commencement of the use.

### Cultural heritage – duty of care

Where items of archaeological importance are identified during construction of the project, the proponent must comply with its duty of care under the *Aboriginal Cultural Heritage Act 2003* and the Department of Environment and Heritage Protection 2014 guideline: archaeological investigations. All work must cease and the relevant State agency must be notified. Work can resume only after State agency clearance is obtained.

### Scenic Rim Regional Council

#### *Further approvals*

Scenic Rim Regional Council has identified a number of approvals/permits that will be required by the project, these included:

- (a) A Building Works approval is required for all building works associated with the proposed development, prior to undertaking any building work on the subject property;
- (b) A Plumbing and Drainage approval is required for all/any plumbing and drainage works associated with the proposed development, prior to undertaking any plumbing and drainage works on the subject property.

#### *Site maintenance*

The site shall be maintained in a clean and orderly state at all times.

#### *Applicant's expense*

All works, services, facilities and/or public utility alterations required by this approval or stated condition/s, whether carried out by the Scenic Rim Regional Council or otherwise shall be at the Applicant's expense unless otherwise specified.

#### *Advertising signs*

Advertising signs may require an approval in accordance with Scenic Rim Regional Council's Local Laws. Further information and the relevant application forms can be obtained by contacting Scenic Rim Regional Council's Health & Environment area on 07 5540 5444.

#### *Noise disturbance*

The activity must be carried out by such practicable means necessary to prevent or minimise the emission of noise likely to cause environmental nuisance at any noise sensitive or commercial place.

#### *Vegetation Management*

This approval in no way restricts or inhibits the provisions of *Vegetation Management Act 1999*. The Applicant(s) will need to satisfy himself/herself/themselves that in undertaking the proposed

development works that his/her/their actions will not contravene the provisions of the aforementioned Act.

*Biosecurity*

Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23. The Fire Ant Restricted Area as well as general information can be viewed on the Department of Agriculture and Fisheries website at [www.daf.qld.gov.au/fireants](http://www.daf.qld.gov.au/fireants).

*Infrastructure charges*

Scenic Rim Regional Council Infrastructure Charges payable in accordance with the infrastructure charges resolution may be applicable for this development. An infrastructure charges notice may be issued at the time of the building application for the subject site.

## Enclosure 1

The following information will be required in an audit report:

- Details of the development approval, including the SDA approval number, the date of approval and a summary of the audit reporting requirements. This should include a schedule of the dates by which audit reporting is to be provided to the Coordinator-General.
- Details of the independent, suitably qualified person(s) (see Schedule 1 in the Bromelton Development Scheme) (the auditor) responsible for preparing the audit report, including the auditor(s):
  - name, position, company and contact details
  - qualifications and experience
  - proof that the auditor is an independent third party unaffiliated with the proponent.
- Details of any external suitably qualified person(s) used to supplement reports/plans outside of the auditor's expertise.
- An audit evaluation matrix including but not limited to:
  - each condition of the SDA approval, and the status of the condition at the end of the relevant audit period
  - where a condition is current or complete, (to be activated, activated, complete), whether compliance has been achieved (compliant, non-compliant or not applicable), how compliance has been achieved (description of works, tasks or actions undertaken) and how the evaluation of the audit has been undertaken
  - a full description of the relevant standards, practices etc. against which works have been assessed together with evidence (reports, site photographs, certification documentation) to support the evaluation of the works against the compliance standards
  - the title, date, location and holder of any documentation referred to in the compliance evaluation matrix but not provided with the audit to allow the Coordinator-General to call upon these documents as required
  - details of any non-compliances identified by any party during the current audit period and a methodology specifying how compliance has been/will be achieved and by when it will be achieved, and
  - details of previous audit reports (if relevant) with an update on any non-compliance, corrective actions and revised practices (as relevant) undertaken and the current status of any corrective actions.
- Additional evidence to support the compliance evaluation, including the date and locations of any site inspection/s conducted during the preparation of the audit report and details of any employees of the proponent interviewed for the audit.
- The auditor's declaration whereby the auditor:
  - certifies the conditions contained in the SDA approval have been satisfactorily complied with, subject to any qualifications which the author has outlined in the audit report

- certifies that to the best of the auditor’s knowledge, all information provided in the audit report is true, correct and complete, and
  - acknowledges it is an offence under section 157O of the *State Development and Public Works Organisation Act 1971*, to give the Coordinator-General a document containing information the auditor knows is false or misleading in any material particular.
- Any further attachments the auditor considers relevant to the audit report.

An audit report guideline has been prepared to provide guidance to proponents and auditors in compiling audit reports. The guideline is available on the Department of State Development, Infrastructure, Local Government and Planning website at <https://www.statedevelopment.qld.gov.au/coordinator-general/state-development-areas/development-schemes-applications-and-requests> or by contacting the Planning and Services Division on 1800 001 048 or via [sdainfo@coordinatorgeneral.qld.gov.au](mailto:sdainfo@coordinatorgeneral.qld.gov.au).