

All plumbing work in Queensland is regulated by state government legislative requirements and is categorised as follows:

- Permit Work
- Notifiable Work
- Minor Work
- Unregulated Work.

Only Permit Work requires an application to be lodged with Council for assessment.

## Permit Work

Permit Work is defined by exclusion. Any plumbing and drainage work that is not defined as Notifiable Work, Minor Work, or Unregulated Work is therefore Permit Work.

Examples of Permit Work include:

- work associated with the construction of a new building or structure
- installing additional appliances or fixtures for a building connected to a combined drain
- all work for and connected to Trade Waste - new and existing systems
- work that uses a performance solution - under the National Construction Code Volume Three (Plumbing Code of Australia) or the Queensland Plumbing and Wastewater Code.

Further information regarding Permit Work is also available from the [QBCC website](#).

Permit Work must be performed by a licensed person and be assessed by Council for compliance with the regulations. A Permit must be obtained prior to commencing work.

An application must be made to Council by submitting a Form 1 - Permit Work application. Further information regarding Permit Work is also available from the QBCC website ([www.qbcc.qld.gov.au](http://www.qbcc.qld.gov.au)).

## Notifiable Work

On completion of the work, a Form 4 (Notifiable Work) is required to be submitted to the Queensland Building and Construction Commission (QBCC) within 10 business days of completing the work. Notifiable Work does not require Council approval or inspections; however, Council may audit the work for compliance with the technical standards.

A list of what is defined as Notifiable Work is detailed in the Plumbing and Drainage Regulation 2019. Examples include:

- relocating a bathroom within an existing class 1 building
- installing a new bathroom in a home extension

- replacing an existing solar water heater with an electric water heater.

Further information regarding Notifiable Work is also available from the [QBCC website](#).

## Minor Work

Minor Work must be performed by a licensed person but does not require notification to Council or the QBCC. A list of what is defined as Minor Work is detailed in the *Plumbing and Drainage Regulation 2019*. Examples include:

- replacing an existing basin, WC or cistern with another
- repairing a broken or damaged pipe
- installing a water-saving device
- testing a backflow prevention device.

Further information regarding Minor Work is also available on the [QBCC website](#).

## Unregulated Work

Unregulated Work is plumbing and drainage work that does not require Council approval or notification. No licence is required to perform this work—a list of what is defined as Unregulated Work is detailed in the *Plumbing and Drainage Regulation 2019*. Further information regarding Unregulated Work is also available from the [QBCC website](#).

## Plumbing Application Documentation

To lodge your application with Council, the following documentation will be required:

- Form 1
- Form 7
- Site Plan
- Floor Plan
- Elevations Plan
- Proposed Sanitary Drainage / Hydraulic Plan
- Site Soil Classification Report
- Sanitary Articulation Design Plan (if site classification is H, E or P)
- On-Site Sewerage Design Plan/Report (if applicable)

Please note all Commercial Projects must be quoted before an application can be lodged by providing the completed Form 1 and relevant plans.

Payment of applicable fees and charges is required in full at the time of your application.

## Where to Lodge Your Application

**Email:** bpadmin@maranoa.qld.gov.au

**Post:** PO Box 620, Roma QLD 4455

**Visit:** Council Customer Service Centre.

## Customer Service Centres:

- Roma Operating Area: Cnr Bungil and Quintin Street, Roma
- Warroo Operating Area: 73 Burrowes Street, Surat
- Bungil Operating Area: 32 Hutton Street, Injune
- Bendemere Operating Area: 20 Stephenson Street, Yuleba
- Booringa Office: 100 Cambridge Street, Mitchell

## Lodgement Fees

View Council's Fees and Charges for Development Compliance - Plumbing.

## Assessment Process

The application assessment process is legislated under the *Plumbing and Drainage Regulation 2019*. Council will assess plumbing applications against required legislation and regulations within the timeframes set by the legislation.

## Plumbing Inspections

When a Permit is issued, a condition will require certain mandatory inspections to be carried out.

The Permit will state which stages of work must be inspected and outline any conditions required.

The inspections aim to ensure the plumbing and drainage work are carried out per the Permit and relevant plumbing codes and standards.

Plumbing inspections must be performed at the following stages:

- a) If any part of the plumbing or drainage resulting from, or affected by, the work is to be covered – before the part is covered, subject to the following:
  - drainage below ground level resulting from or affected by on-site sewage work may be partially covered before it is inspected if a cross-section of the drainage is left uncovered for inspection.
- b) if the work relates to a greywater use facility, including a land application area, it should be no later than 5 business days after the irrigation for the facility is installed.
- c) if the work is on-site sewage work for an on-site sewage facility – no later than 5 business days after all the pipes for the facility are connected.
- d) if the Permit includes a condition requiring an inspection at a stage of the work stated in the Permit, it must be no later than 5 business days after the stage has been reached.
- e) if an inspector has given the person an action notice requiring the person to make the request – within the period stated in the notice.
- f) no later than 5 business days after the plumbing or drainage resulting from, or affected by, the work has become operational.

# FACT SHEET – LODGEMENT OF PLUMBING APPLICATION GUIDELINES

## Plumbing Application Checklist

Section 44 Plumbing and Drainage Regulation 2019 | Schedule 6 Plumbing and Drainage Regulation 2019.

Below is a guide on what you will need to lodge your Plumbing Application. Please note further information may be requested during the assessment process.

**Please note all Commercial Projects must be quoted before an application can be lodged by providing the completed Form 1 and relevant plans.**

	Yes	NA
<b>Form 1 &amp; Form 7:</b> <ul style="list-style-type: none"> <li>• Ensure the most current version of the form is used</li> <li>• All mandatory questions completed</li> <li>• Accurate description of land</li> <li>• Signed by the applicant/responsible person</li> <li>• Payment in full of applicable fees and charges</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Site Plan</b> <ul style="list-style-type: none"> <li>• Drawn to scale</li> <li>• Dimensions to boundaries and proposed/existing buildings and structures</li> <li>• Location of each connection point to water or sewerage system</li> <li>• Any easements on the property</li> <li>• Cut and fill levels (identified on the plan with heights)</li> <li>• Finished floor level of the proposed building/s</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Floor Plan</b> <ul style="list-style-type: none"> <li>• Drawn to scale</li> <li>• Shows dimensions</li> <li>• Shows the location of all plumbing fixtures/devices</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Elevation Plans</b> <ul style="list-style-type: none"> <li>• Drawn to scale</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Soil Classification Report</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Sanitary Articulation Design Plan</b> (if the site classification is H, P or E, an additional sanitary articulation design is required)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proposed Drainage/Hydraulic Plans</b> <ul style="list-style-type: none"> <li>• Drawn to scale</li> <li>• Pipe sizing, pipe material type</li> <li>• Grades</li> <li>• Designer’s name and licence number</li> <li>• Location, size and type of required backflow devices</li> <li>• Location, size and type of trade waste interceptor traps (e.g. grease traps)</li> <li>• Location and size of sub-meters</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>On-Site Sewerage Facility Design Plan</b> including: <ul style="list-style-type: none"> <li>• Site contour levels at treatment plant/septic tank and land application areas</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>