

5 August 2025

GLADSTONE | GOLD COAST

Chief Executive Officer
Gladstone Regional Council
PO Box 29
GLADSTONE QLD 4680

p 0427 258 007
info@zoneplanning.com.au
zoneplanning.com.au
ABN 36 607 362 238

Dear Madam,

**REQUEST - INFRASTRUCTURE CHARGES REBATE SCHEME POLICY
DEVELOPMENT PERMIT (DA/29/2019)
MATERIAL CHANGE OF USE FOR NATURE BASED TOURISM
1086 COAST ROAD, BAFFLE CREEK
LOT 2 RP 617484**

We write on behalf of our clients, Mr. Kenton Bowden & Mrs. Kathryn Dupuy-Bowden, in re-lodging this request to be considered for approval under Councils *'Infrastructure Charges Rebate Scheme Policy'* for a reduction in infrastructure charges levied for the above mentioned Nature Based Tourism approval. It is noted that this Policy was adopted by Council on 19 November 2019 and replaces the *'Infrastructure Charges Economic Development Incentive Scheme Policy'* which had originally been put in place by Council on 3 July 2018.

APPLICATION DETAILS

The development approval the subject of this request is for the following aspects of development:

- Development Permit for a Material Change of Use for Nature Based Tourism.

A Negotiated Decision Notice was received by Zone Planning Group on 11 November 2019, following a request to make representations in relation to the original Decision Notice which was issued by Council on 22 August 2019. The relevant Adopted Infrastructure Charge Notice (ICN) was also issued on 22 August 2019. The development application was lodged with Council on 26 June 2019 and is therefore subject to infrastructure charges under Council's Adopted Infrastructure Charge Resolution (No. 1) 2015 – Amendment No. 2 (AICR) which commenced on 8 March 2017.

The AICR locates the subject site in Charge Area 6 (applies to rural/township areas in the south-east of the region) which is defined in the AICR as follows:

'Charge Area 6 – Rural and small rural townships (Miriam Vale surrounds) that can be serviced with transport and parks trunk infrastructure. These areas only contribute to the existing trunk infrastructure.'

The subject site is situated with frontage to a sealed defined Rural Collector Road (Coast Road), approximately 60km south-east of the township of Miriam Vale, and is located on the banks of Baffle Creek. As suggested in the AICR definition, the subject site only places demand on two (2) of Council's

four (4) infrastructure networks, being transport and parks networks. Note that water, sewer and stormwater must be managed on-site due to the rural location and lack of infrastructure availability.

The total liability under the ICN issued by Council is \$26,700.

PURPOSE OF THE POLICY

This request is being made to Council from the perspective that the broader purpose of the Policy is to promote development activity in the region, and despite the land use itself not being locationally aligned with the Scope of the Policy (not located in a Priority Infrastructure Area and not located in a Township Zone) it is nonetheless a land use that is not an Excluded Use as defined within the Policy. It is actually a land use which promotes the area through providing an opportunity for tourists to visit a relatively unique part of our region.

Our client is not typical of some in the development sector, in that they also allow for their land to be utilised as a temporary base for emergency management in times of crisis. The property holds an existing-use rights Air Services approval, obtained in 2018 from Council. The airstrip has been used multiple times as a fire command centre, for aircraft refuelling, and as a site where emergency personnel can rest, stay, access food and cook, shower, and provide first aid during emergencies. This facility enables quicker aircraft turnaround and supports emergency teams effectively. The property has also been used for people to evacuate to a safe place in times of flood and fire emergencies. Additionally, as a member of the local State Emergency Service (SES) Baffle Creek Group and the senior flood boat operator, the client ensures that their flood boat is placed on the property during flood events due to direct access to the Baffle community and the inability to reach the SES shed during such times.

They are motivated by a desire to share the environmental improvements they have undertaken on their property and at the same time bring some economic growth to the Baffle Creek area but are concerned the rising costs of doing so may hinder their plans. It is asked therefore that Council consider whether this request will progress the purpose of the policy and assist economic growth outcomes, regardless of any non-compliance with it.

The purpose of the policy is stated in section 1 of the Policy:

"The policy provides rebates on Levied Charges for developments proposing a Material Change of Use (other than for certain uses – 'Excluded Use'), which deliver economic development and growth outcomes that align with Councils Economic Development Strategy and Planning Scheme."

It is contended that this proposal clearly promotes economic development in the tourism sector, creating investment and employment in the area and is therefore consistent with the purpose of the policy.

SECTION 6.1 OF THE POLICY

Section 6.1 of the policy sets out the criteria for application of the policy, and each of the criteria is briefly commented on below:

Criteria 1 - Are lodged with Council after the 1 July 2018; with respect to applications lodged prior to the 1 July 2018, Council may in its sole discretion, consider Development Applications approved and not yet constructed, or Development Applications that have been lodged but not yet decided;

Comment

The development application was lodged with Council on 26 June 2019, and thus complies with this criterion.

Criteria 2 - Are for any land use as defined within SC1.1 Use definitions of the Our Place Our Plan Gladstone Regional Council Planning Scheme V2 other than an Excluded Use as defined herein;

Comment

The subject approval is for 'Nature Based Tourism' which is a listed land use within SC1.1 of the Gladstone Planning Scheme and is not a 'Excluded Use' under the policy. The proposal therefore meets this criterion.

Criteria 3 - Are proposed to be located within a Priority Infrastructure Area or Township Zone as defined in the Our Plan Our Plan Gladstone Regional Council Planning Scheme V2.

Comment

The subject site is not located within a Priority Infrastructure Area or a Township Zone and this criterion unfortunately precludes many developments which do bring the potential for economic development to the wider region from being specifically eligible to qualify for a rebate. There are numerous uses which clearly promote economic activity which are not listed in the Policy as an 'Excluded Use', and these uses would and could be approved under the planning scheme on land that is outside a PIA or a Township Zone. It is somewhat incongruous that a policy which nominates that it supports the provision of a rebate to a land use that can deliver economic development and growth outcomes to the region would then disqualify that land use from receiving a rebate due to its location. In fact, a nature-based tourism use is not a use listed in any of the urban zones within a Priority Infrastructure Area or Township Zone.

SECTION 6.3 OF THE POLICY

It is also noted that section 6.3 of the Policy outlines the 'Rebate Conditions' which a development must meet. These conditions are as follows:

Condition 1 - Be completed within two years from when the Material Change of Use of Premises Development Permit starts to have effect;

Comment

The Negotiated Decision Notice for this development was issued on the 11 November 2019, meaning works had to be completed prior to the 11 November 2021. Our client received building and plumbing final for the development at the end of October 2021, evidence of which can be found in **Attachment 1**. As a result, the development has complied with this requirement.

Condition 2 - If staged, the first stage be completed within two years of when the Material Change of Use of Premises Development Permit starts to have effect with all stages of the development being completed within four years of when the Material Change of Use of Premises Development Permit starts to have effect;

Comment

It is not proposed to stage the permitted development.

Condition 3 - Should these Rebate Conditions not be met then no reduction in the Levied Charges shall be applicable and the balance of the Levied Charges then outstanding shall be immediately due and payable.

Comment

It is intended to meet the Rebate Conditions so therefore this condition should not have to be invoked.

PREVIOUS REQUEST

It is our understanding that the previous request was refused by Council due to a number of non-compliances with the conditions of approval. These non-compliances have now been rectified as identified in the attached Compliance Report and building and plumbing finals (**Attachment 1**).

REBATE REQUEST

The infrastructure charge amount of \$26,700 has been applied to this DA as outlined within Council's Infrastructure Charges Resolution (Amendment 2). This rate is based on the use schedule for Accommodation (Short Term) (3+ Bedroom) due to the Resolution failing to indicate a specific rate for a Nature Based Tourism land use. This rate is akin to a Tourist (Caravan) Park land use, which generally operate at a much higher density and with much higher occupancy rates than that proposed for a Nature based Tourism activity. Its comparative suitability for calculating specific infrastructure demands and charges for a Nature Based Tourism activity is therefore questioned, especially when this development is capped at a maximum of 15 camping sites.

It is further noted that under Council's recent Infrastructure Charges Resolution (Amendment 3), Council has amended the resolution to classify a Nature Based Tourism land use as a Specialised Use. A Specialised Use is charged at a rate that the Local Government determines appropriately reflects the use. On this basis, Council could now reasonably consider an alternative charge rate under the rebate scheme.

The rebate scheme allows for a request to apply a 50% discount. However, it is noted that Nature Based Tourism is a low impact, sustainable and eco-friendly activity, with minimal impact or demand on Council's trunk infrastructure. On this basis, we are requesting a rebate of **greater than 50%**.

Our client seeks a levy charge of \$500 per site, for 15 sites, equating to a **total infrastructure charge of \$7,500**.

This amount would be affordable to our client and allow them to resume operating. This would in turn support the local Baffle Creek area and local businesses such as boat hire, the general store, the hardware stock feed fishing supplies, the tavern, takeaway and local gas supply from Agnes Water. The development will also contribute to the Gladstone area with tourism in general and contribute to maintaining the local infrastructure. This is further outlined in our clients letter to Council, attached to this request.

CONCLUSION

Given the works have been completed and that land use has been commenced we resubmit this request given the proposal now meets the purpose of the Policy even though it does not meet all the relevant Policy criteria and submit that Council would be supporting the tenet of the Policy by approving this request in the interest of promoting economic activity in the area. The question could well be asked why if the same land use was approved within a Priority Infrastructure Area or a Township Zone it would be approved for a rebate while this proposal, still being a supported use in this location by the planning scheme, is not eligible for a rebate because it is not in either a Priority Infrastructure Area or a Township Zone. It is suggested Council should support this request in the interest of promoting economic activity in the Baffle Creek area.

Should you have any queries concerning the above please contact either Sarah Hunt - Senior Town Planner or the undersigned on (07) 4972 3831.

Yours sincerely,



STEPHEN ENDERS | DIRECTOR
ZONE PLANNING GROUP

Kenton Bowden

1086 Coast Road Baffle Creek

QLD 4674

Kenton.bowden@bigpond.com

0447343085

21/07/2025

Kimberley Wilson

General manager Customer Experience

Gladstone Regional Council

Po Box 29

Gladstone QLD 4680

Dear Kimberly

A Please find the following information to accompany our application.

Application for Infrastructure Charges Rebate Scheme Policy

Commencement Date

We began allowing a fishing group we belonged to camp on our property sometime in 2017, we then recognised the need for a camping site along Baffle Creek. Around this period, the QLD state government introduced Nature Based Tourism, which enabled local Councils to permit property owners to apply for a Development Application (DA) for Nature Based Tourism Short Term Accommodation.

We applied and received approval for a Development on our property on 11 November 2019 (DA 29/2019 Nature Based Tourism). Securing this approval enabled us to operate, support our local businesses, and help maintain our property.

A significant motivation for opening our campground was the seasonal closure of the only caravan campground in Baffle Creek, The Grey Nomads, which started closing for six months each year (November to May) from 2018. This closure had a substantial impact on our small local businesses and the broader community. At that time, the only other camping available was at sites operating without approval.

Baffle Creek Retreat: Development and Community Impact

Point of Difference

Baffle Creek Retreat is the name of our campground. We offer affordable short-term camping for families and travellers wishing to stay only one night or longer.

The Grey Nomads caravan park closes for six months during the busiest time of the year (November to May) and requires a minimum stay of one week. It does not allow families with children or younger adults. The Big 4 has only been open just over 18 months and, our feedback from guests is, it is not affordable for families and pensioners.

There are other camp sites operating, but to our knowledge, they have not received DA approval to operate. Therefore, we are possibly the only approved affordable alternative campground with a DA for Nature Based Tourism.

Support During Natural Hazard Events

Our property holds an existing-use rights Air Services Private approval, obtained in 2018 from Council. The airstrip has been used multiple times as a fire command centre, for aircraft refuelling, and as a site where emergency personnel can rest, stay, access food and cook, shower, and provide first aid during emergencies. This facility enables quicker aircraft turnaround and supports emergency teams effectively.

The property has also been used for people to evacuate to a safe place in times of flood and fire emergencies.

Additionally, as a member of the local State Emergency Service (SES) Baffle Creek Group and the senior Flood Boat operator, I ensure our flood boat is placed on the property during flood events due to direct access to the Baffle and the inability to reach the SES shed during such times.

Request for Consideration of Development Application Charges

We would like Council to consider the following points when discussing our request for a discount on the amount requested in our DA approval. The amount of \$26,700 has been applied to this DA. The rebate scheme allows for a request to apply a 50% discount and must go to a general meeting of Councillors to vote on.

We would like to point to the fact that there is no major trunk infrastructure such as water and sewage in baffle Creek area that we impact on.

Nature based Tourism is a low impact sustainable Eco-friendly activity.

All infrastructure has been built on the property by us as per the DA application.

Concerns Regarding Current Charge Rate

We believe the amount is unreasonable for the following reasons. The charge rate on page 46 of the scheme has been applied using Accommodation (Short Term) (3+ bedroom), \$8900 for 3 rooms which is \$26,700 as there is no specific rate in the planning scheme nor the infrastructure scheme for Nature-Based Tourism. The fact is that on page 34 of the Infrastructure Scheme the charge rate is, N/A for Nature-Based Tourism.

We believe the Council has not applied 'Procedural Fairness' when applying the above rate as there is no rate for Nature based tourism in the current planning scheme.

We offer the following and believe is a fair and reasonable rate for the 15 camp sites 2 guests per site that we are allowed in the DA approval.

A levy charge of \$500 per site 15 sites for a total Infrastructure levy of \$7500.

This amount we propose would be affordable and allow us to resume operating which will then support our local area and local businesses such as Boat hire, the general store, the hardware stock feed fishing supplies the tavern, takeaway and local gas supply from Agnes Water. We will also contribute to the Gladstone area with tourism in general, this levy would be contributing to help maintain the local infrastructure.

We hope the above meets with your approval and we offer an invitation to any Councillor to visit our property before meeting to consider our request.

Thanking you for your time and consideration

Sincerely

Kenton Bowden and Kathryn Dupuy-Bowden.



ATTACHMENT 1

Compliance Assessment

COMPLIANCE REPORT – DA/29/2019

Changed Notice of Decision – Assessment Manager’s Conditions dated 11 November 2019																														
CONDITION					COMPLIANCE																									
<p>1. Development is to be carried out generally in accordance with the submitted application including the following plans and supporting documentation except where amendments are required to satisfy the conditions of this approval:</p> <table><tr><th>Drawing Number</th><th>Revision</th><th>Description</th><th>Author</th><th>Date</th></tr><tr><td>-</td><td>-</td><td>Site Plan – Complete</td><td>John Poulsen Building Design</td><td>15 April 2019</td></tr><tr><td>-</td><td>-</td><td>Site Plan – Detail ‘A’</td><td>John Poulsen Building Design</td><td>15 April 2019</td></tr><tr><td>-</td><td>-</td><td>Site Plan – Detail ‘B’</td><td>John Poulsen Building Design</td><td>15 April 2019</td></tr><tr><td>EWD2256</td><td></td><td>Sewer Design Concept</td><td>Environ Water Design</td><td>23/09/2019</td></tr></table>					Drawing Number	Revision	Description	Author	Date	-	-	Site Plan – Complete	John Poulsen Building Design	15 April 2019	-	-	Site Plan – Detail ‘A’	John Poulsen Building Design	15 April 2019	-	-	Site Plan – Detail ‘B’	John Poulsen Building Design	15 April 2019	EWD2256		Sewer Design Concept	Environ Water Design	23/09/2019	Complies.
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					-	-	Site Plan – Detail ‘B’	John Poulsen Building Design	15 April 2019																					
					EWD2256		Sewer Design Concept	Environ Water Design	23/09/2019																					
2. At all times, the total number of camping sites must not exceed 15.					Ongoing compliance with this condition will be achieved.																									
3. At all times, the development must achieve the noise generation levels set out in the Environmental Protection (Noise) Policy 2008. That is the development must prevent or minimize the generation of any noise or vibration such that nuisance is not caused to other nearby sensitive land uses.					Ongoing compliance with this condition will be achieved.																									
4. The Applicant is required to obtain a Development Permit and Building Final for Building Works in accordance with the <i>Planning Act 2016</i> . Construction is to comply with the Building Act 1975, the National Construction Code and the requirements of other relevant authorities.					Please see the attached Building Final for Council’s Records.																									
5. The Applicant is required to obtain a Development Permit for Plumbing and Drainage Works and Plumbing and Drainage Final in accordance with the Planning Act 2016. Construction is to comply with the Plumbing and Drainage Act 2002 and the requirement of other relevant authorities.					Please see the attached Plumbing Final for Council’s Records.																									
6. As part of Building Works, all outdoor lighting is to comply with Australian Standard AS4282 – Control of the Obtrusive Effects of Outdoor Lighting.					Complies.																									
7. Prior to the commencement of the use, all lighting at ground level and associated with illuminating ground level areas must be focused downwards and be provided with hoods, shades or other permanent devices to direct illumination downwards and not allow upward lighting to adversely affect the residential uses on this site and the adjoining sites.					Complies.																									

8. The Applicant is required to obtain a Development Permit for Plumbing and Drainage Final for the proposed Dump-Ezy point in accordance with the Planning Act 2016. Construction is to comply with the <i>Plumbing and Drainage Act 2002</i> and the requirement of other relevant activities.	Please see the attached Plumbing Final for Council's Records.
9. The current subordinate Local Law No. 1. 6 (Operation of Camping Grounds) 2011 requires that to obtain an approval under that Subordinate Local Law a camping ground is to provide and maintain adequate toilet and showering facilities as per the Subordinate Local Law 1.6 (Operation of Camping Grounds) 2011 as follows: a. At least 2 showers (in separate cubicles) for each sex, for every 15 individual camp sites (within the camping ground); b. At least 1 handbasin for every 4 shower cubicles for each sex; and c. For water closet – for every 12 individual camp sites (within the camping ground) – i. For males – at least 2 water closet pedestal and 0.9 metres of urinal stall; and ii. For females – at least 4 water close pedestals. The following toilet and shower facilities are to be fixed and constructed in accordance with the Plumbing and Drainage Act 2018 and obtain building approval under the Building Act 1975; <ul style="list-style-type: none"> Unisex 2 showers (in separate cubicles); and Unisex 4 water closets and 4 handbasins 	Complies. This has been approved by Plumbing Final.
10. Prior to the commence of the use, a water tank is to be constructed adjacent to the proposed camp sites for the purpose of on-site potable water.	Complies. A water tank has been provided next to the camp sites for provision of potable water.
11. Prior to the commence of the use, a total of 17 car parking spaces are to be constructed on site generally in accordance with the approved plans, including designated disabled car parking spaces. All vehicle movement areas are to be constructed and maintained in accordance with the Engineering Design Planning Scheme Policy under the Our Place Our Plan Gladstone Regional Council Planning Scheme and AS2890.1.	Complies. 17 car parking spaces have been provided for visitors to the site.
12. Prior to the commencement of the use, a Rural Road Access is to be constructed in accordance with Council's Standard Drawing Rural Roads Access. <i>Advisory Note: Council's standard drawing is located within the Capricorn Municipal Development Guidelines – Drawings and Specifications at http://www.cmdg.com.au/index.htm</i>	Complies. The existing driveway has been widened to comply and allows for improved access to the site.
13. Prior to the construction of any works within Council's road reserve, the Applicant shall obtain a Works on a Council Road Approval in conformity with Council's Subordinate Local Law No. 1.15.	N/A. This was already existing.

14. Prior to the commencement of the use, refuse bins are to be provided in accordance with Table SC6.7.3.2 of Schedule 6.7 Waste Management at a rate of one (1) 240L General Refuse Bin and one (1) 240L Recyclable Refuse Bin, at a minimum.	Complies. 1 general and 1 recycling bin is provided for each camp site.
15. Prior to the commencement of the use, the waste storage area/s are to be sufficient in size to house all waste collection containers including recycling waste containers. The waste storage area/s must be suitably enclosed and imperviously paved, with a hose cock and hose fitted in close proximity to the enclosure to the ensure the area can be easily and effectively cleaned.	Complies. A screened bin storage area has been provided with a concrete floor to allow for storage and cleaning.
16. Prior to the commencement of the use, open storage areas shall be adequately screened so as not to detract from the visual amenity of the area. One way of achieving compliance with this condition is as follows: a. Outdoor storage areas are situated in locations not visible from the street; and b. A 1.8m solid screen fence is located around storage areas.	Complies. All storage areas are not visible from the street.
17. Prior to the commencement of this use, the Applicant is to request a Compliance Inspection be undertaken by Council to confirm that all conditions of this Development Permit are considered compliant.	Please take this lodgement as our formal request for a compliance inspection if required above the inspections undertaken by the Building Certifier.
18. Upon receipt of confirmation from Council that all conditions of this Development Permit are considered compliant, the Applicant is to notify Council within 20 business days that this approved use has lawfully commenced.	This will be undertaken following the compliance inspection.

This form is to be used for the purposes of section 10 of the *Building Act 1975* and section 53 of the *Building Regulation 2021* (BR 2021). The relevant building certifier, another building certifier or a appointed competent person is stating a stage of work is compliant with the building development approval.

Explanatory information relevant to completion of this form is in the Appendix at the end of this form.

1. Stage of the building work

See section 44 of the BR 2021 for what constitutes a stage of assessable building work.

List stage/s of building work (indicate the stage)

FINAL

2. Property description

The description must identify all land the subject of the application.

The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.

If the plan is not registered by title, provide previous lot and plan details.

Street address 1086 Coast Road

Suburb/locality

BAFFLE CREEK

State

QLD

Postcode

4674

Lot and plan details (*attach list if necessary*)

Lot 2 on RP617484

Local government area the land is situated in

Gladstone Regional Council

3. Building/structure description

Building/structure description

Amenities Block

Class of building/structure

Class 10a

4. Description of component/s certified

Clearly describe the extent of work covered by this certificate, e.g. all structural aspects of the steel roof beams.

Final Inspection

5. Basis of certification

Detail the basis for giving the certificate and the extent to which tests, specifications, rules, standards, codes of practice and other publications were relied upon by the inspecting person.

Compliance with the Building Act 1975 and the Development Permit.

6. Reference documentation

Clearly identify any relevant documentation, e.g. numbered structural engineering plans or aspect inspection certificates.

Plans as detailed in the Decision Notice.

7. Building certifier reference number and building development approval number

Building certifier reference number	DA 4151/20	Development approval number	DP 4151/20
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8. Building certifier or appointed competent person

Under Part 6 of the Building Regulation a person must be assessed, by the relevant building certifier as competent to give inspection help for the stage work.

Name (<i>in full</i>)	Richard Drew		
Company name (<i>if applicable</i>)	Burnett Country Certifiers Pty Ltd		
Contact person	Joanne Dowling		
Business phone number	(07) 4166 3108 / (07)4154 22 22	Mobile	
Email address	monto@burnettcc.com.au		
Postal address	12/58 Newton Street		
	Suburb/locality	MONTRO	
State	QLD	Postcode	4630
Licence class or registration type (<i>if applicable</i>)	Class A		
Licence class or registration number (<i>if applicable</i>)	A920444		

9. Signature of building certifier or appointed competent person

Note: a building certifier must sign this form for temporary swimming pool fencing under section 4 of Schedule 1 of the QDC MP 3.4.

Signature		Date	28 October 2021
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LOCAL GOVERNMENT USE ONLY

Date received	Click or tap to enter a date.	Reference number/s	
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Appendix – explanatory information

IMPORTANT NOTE: a competent person who knowingly or reasonably suspects the information they are giving to the building certifier is false or misleading, including the information contained in this certificate (Form 16), commits an offence and is liable to a maximum penalty of 100 penalty units.

Who can complete this certificate? (sections 10 of the *Building Act 1975* (Building Act) and 53(2) of Building Regulation 2021 (BR 2021)).

This form must be completed and signed by a building certifier for the work or another building certifier or the appointed competent person (inspections) – **the inspecting person**.

When is a Form 16 needed?

This form is to be completed when an inspecting person inspects a stage of assessable building work, as stated in a notice for inspection and is satisfied that all relevant aspects of the stage of work have been completed and comply with the building development approval for the work.

The inspection time for a stage of work is to be agreed between the builder and building certifier and must be carried out by the inspecting person in accordance with best industry practice.

If satisfied the stage is compliant the inspecting person must give the builder for the stage of work the completed and signed Form 16. The regulation requires the inspecting person to provide the reasons why they are satisfied all aspects of the stage are completed and compliant, including any tests, specifications, rules, standards, codes of practice or other publications relied upon when making the assessment.

The inspecting person may rely on an aspect certificate from an appointed competent person (inspections), (Form 12 – Aspect inspection certificate) or a QBCC licensee (Form 43 – Aspect certificate (QBCC licensee)).

Restrictions for who can sign a Form 16 (section 46 of the BR 2021)

For a single detached class 1a building and class 10 building or structure (excluding swimming pools and swimming pool barriers) only the building certifier for the assessable building work, or another building certifier, can sign the certificate of inspection (Form 16) for the following stages:

- if the building is to have footings (footing stage) – the stage of the building work that is after excavation of foundation material but before the placement of formwork, reinforcement for the footings and the pouring of the concrete for the footings
- if the building is to have a slab (slab stage) – after the placement of formwork and reinforcement for the slab but before the concrete for the slab is poured
- the final stage of the work.

Nothing prevents a competent person (inspection) who is not a building certifier from giving inspection help for an aspect of a stage mentioned above. However, for a single detached class 1a building the building certifier must not accept an aspect inspection certificate for all aspects of the final stage.

The relevant building certifier can also use another building certifier to inspect the stages mentioned above, without assessing and appointing the person as a competent person.

For the footing or slab stages of the building or structure, a building certifier may appoint a Queensland registered professional engineer as a competent person to inspect aspects of work for this stage. While the building certifier can accept a competent person's aspect inspection certificate – Form 12 as part of their compliance assessment for the stage of work, it remains the building certifier's responsibility to complete and sign the Form 16 for the three stages of work mentioned above.

Competent person (section 10 of the *Building Act 1975* and Part 6 of the BR 2021)

A building certifier must assess and decide to appoint an individual as a competent person before they can, as a competent person, give design-specification help. The building certifier is required to keep detailed records about what was considered when appointing a competent person.

A competent person cannot give inspection help to a building certifier until they have been appointed by the building certifier. For further information about assessment of someone as a competent person refer to the **Guideline for the assessment of competent persons**.

Inspection help (section 34 of the BR 2021)

A building certifier must be satisfied that an individual is competent to give the type of inspection help having regard to the individual's experience, qualifications and skills and if required by law to hold a licence or registration, that the individual is appropriately registered or licensed.

For further information about conducting inspections for class 2 to 9 buildings, refer to the **Guideline for inspection of class 2 to 9 buildings**.

For further information about conducting inspections for detached class 1a and 10 buildings or structures refer to the **Guideline for inspections of class 1 and 10 buildings and structures**.

Additional information

It is considered good practice for a building certifier or appointed competent person who is accepting and relying on this form and any attached certificates i.e. aspect certificates, to check the information or details contained in the form.

This form is also the inspection certificate to be used for temporary swimming pool fencing.

Aspect certificates for assessable building work – go to the *Business Queensland website* to access all building forms

Form 43 – Aspect certificate (QBCC licensee) – for aspect work for a single detached class 1a building and class 10 buildings and structures a building certifier or the appointed competent person can accept and rely on Form 43, the approved form from a QBCC licensee with the appropriate licence class that the work is compliant with the building development approval.

Form 12 – Aspect inspection certificate (appointed competent person) – for aspects of a stage or other aspect work for all classes of buildings and structures the building certifier may accept and rely on a Form 12 from an appointed competent person stating the aspect work is compliant with the building development approval.

Form 30 – QBCC licensee aspect certificate for Accepted development (self-assessable) – section 70 allows the QBCC licensee to give a Form 30 to the builder for the building work or the owner of the building, stating the subject aspect work complies with the relevant provisions, standards and codes.

PRIVACY NOTICE

The Department of Energy and Public Works is collecting personal information as required under the *Building Act 1975*. This information may be stored by the Department, and will be used for administration, compliance, statistical research and evaluation of building laws. Your personal information will be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring compliance with the *Building Act 1975*. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.

This form is made for the purpose of sections 98 and 99 of the *Building Act 1975*.

The building certifier for the work must give this signed form to the owner as the final inspection certificate for a single detached class 1a buildings and class 10 buildings or structures (excluding swimming pools and swimming pool fences) certifying the work is compliant with the building development approval.

Note: Form 17 – Final inspection certificate – swimming pool fences is the final inspection certificate for a regulated pool under the *Building Act 1975*.

Additional explanatory information is included in the Appendix at the end of this form.

1. Owner details

If the owner is a company, a contact person must be shown.

All correspondence will be mailed to this address.

Name (<i>in full</i>)	Kenton Bowden		
Company name (<i>if applicable</i>)			
Contact person	Kenton Bowden		
Business phone number		Mobile	0447 343 085
Email address	kenton.bowden@bigpond.com		
Postal address	1086 Coast Road		
	Suburb/locality	BAFFLE CREEK	
State	QLD	Postcode	4674

2. Property description

The description must identify all land the subject of the application.

The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.

If the plan is not registered by title, provide previous lot and plan details.

Street address	1086 Coast Road		
	Suburb/locality	BAFFLE CREEK	
State	QLD	Postcode	4674
Lot and plan details (<i>attach list if necessary</i>)			
Lot 2 on RP617484			
Local government area the land is situated in			
Gladstone Regional Council			

3. Building description

Building description
Amenities Block
Class of building/structure
Class 10a

4. Details of the building development approval

Building development approval number	DP 4151/20
Building certifier reference number	DA 4151/20

5. Performance standards

If the building work uses a performance-based solution, list the performance requirements used.

Performance requirements

6. Certification

Pursuant to section 10 of the *Building Act 1975* for the performance of building certification functions.

I certify that on an inspection carried out in accordance with best industry practice, the building work for the above building or structure was inspected and complies with the building approval or certificates of inspection were accepted from competent persons at the following stages of the construction.

	Date of inspection	Date of certificate
Foundation and excavation stage		
Footing/slab stage		
Frame Stage		
Final stage	18/10/2021	28/10/2021
Other stages		

Dated this	28	Day of	October	20	21
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7. Building certifier

Name <i>(in full)</i>	Richard Drew		
Company name <i>(if applicable)</i>	Burnett Country Certifiers Pty Ltd		
Contact person	Joanne Dowling		
Business phone number	(07) 4166 3108 / (07)4154 22 22	Mobile	
Email address	monto@burnettcc.com.au		
Postal address	12/58 Newton Street		
		Suburb/locality	MONTO
State	QLD	Postcode	4630
Licence number	A920444		

8. Signature of building certifier for the work

Signature		Date	28 October 2021
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LOCAL GOVERNMENT USE ONLY

Date received	Click or tap to enter a date.	Reference number/s	
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Appendix – explanatory information

Who can complete and sign a Form 21? (section 99(2) of the *Building Act 1975*)

The relevant building certifier must complete and sign the Form 21 for the purpose of stating the work is certified compliant with the building development approval.

The building certifier is required to attach to this form, all relevant inspection documentation that has been relied on by the building certifier to certify the building work complies with the building development approval. Inspection documentation, for inspection of building work, means the following documents given for the building work:

- a compliance certificate
- a notice, given to the builder for the work by or for the building certifier about an inspection of the work
- a certificate about an inspection under this Act
- a final inspection certificate
- a certificate of occupancy
- a certificate relating to the inspection of the building work relied on by the relevant building certifier

Examples of the above documents are the **Form 16 – Inspection certificate**, **43 – Aspect certificate (QBCC licensee)** and **12 – Aspect inspection certificate (appointed competent person)**.

Visit the [Business Queensland website](#) for all approved and administrative building forms published by the department.

When is a Form 21 issued? (section 99 of the *Building Act 1975*)

If the building certifier is satisfied the final stage of building work complies with the building development approval and the inspection was carried out under industry best practice, that the work complies with the building development approval, they must within the required period give the Form 21 and the inspection documentation to the owner. The required period means the period that ends five business days after:

- accepting all the inspection documentation relied on by the building certifier, or
- all of the building work has been inspected.

Giving inspection documents to the relevant local government (section 149 of the *Building Act 1975*)

A private certifier must give the relevant local government copies of all inspection documentation within five business days after one of the following happens:

- the giving of the final inspection certificate for the building work or a certificate of occupancy for the relevant building
- the discontinuance of the engagement of the private certifier
- the lapsing of the building development approval; in these circumstances the certifier must also give the local government a copy of the relevant reminder notice issued under section 95 of the Building Act.

However, if the inspection documentation includes certificates relied on by the certifier, the five business days do not start until after the certifier has accepted all the certificates.

Note: under section 150 of the Building Act the building certifier must keep all inspection documentation for at least seven years.

Competent person (section 10 of the *Building Act 1975* and Part 6 of the BR 2021)

A building certifier must assess and decide to appoint an individual as a competent person before they can, as a competent person, give design-specification help. The building certifier is required to keep detailed records about what was considered when appointing a competent person.

A competent person cannot give inspection help to a building certifier until they have been appointed by the building certifier. For further information about assessment of someone as a competent person refer to the **Guideline for the assessment of competent persons**.

Under section 36 of the Building Regulation 2021 the building certifier must record the details of their decision making to appoint a competent person and keep this record for at least 7 years. A maximum 20 penalty units apply for each offence committed under this provision.

Inspection help (section 34 of the BR 2021)

A building certifier must be satisfied that an individual is competent to give the type of inspection help having regard to the individual's experience, qualifications and skills and if required by law to hold a licence or registration, that the individual is appropriately registered or licensed.

For further information about conducting inspections for class 2 to 9 buildings, refer to the **Guideline for inspection of class 2 to 9 buildings**.

For further information about conducting inspections for detached class 1a and 10 buildings or structures refer to the **Guideline for inspections of class 1 and 10 buildings and structures**.

PRIVACY NOTICE

The Department of Energy and Public Works is collecting personal information as required under the *Building Act 1975*. This information may be stored by the Department, and will be used for administration, compliance, statistical research and evaluation of building laws. Your personal information will be disclosed to other government agencies, local government authorities and third parties for purposes relating to administering and monitoring compliance with the *Building Act 1975*. Personal information will otherwise only be disclosed to third parties with your consent or unless authorised or required by law.

Final Inspection Certificate

Plumbing Completion

25 October 2021

Mr K D Bowden
1086 Coast Rd
BAFFLE CREEK QLD 4674

cc: Owner:
Mr K D Bowden and Mrs K M
Dupuy-Bowden
Plumber:
Murray Barnett

Dear Applicant

PLUMBING WORKS APPLICATION
Plumbing and Drainage Regulation 2019 S81

PLUMBING WORKS - AMENITIES BUILDING
1086 COAST ROAD, BAFFLE CREEK QLD 4674
LOT 2 RP 617484 PAR BAFFLE

APPLICATION DETAILS

Description of Development -	Plumbing Works - Amenities Building connecting new HSTP
Location -	1086 Coast Road, BAFFLE CREEK QLD 4674 Lot 2 RP 617484 Par Baffle
Applicant -	Mr K D Bowden 1086 Coast Rd, BAFFLE CREEK QLD 4674
Owner -	Mr K D Bowden and Mrs K M Dupuy-Bowden 1086 Coast Rd, BAFFLE CREEK QLD 4674
Plumber -	Murray Barnett 26 Woongool Rd, MARYBOROUGH QLD 4650 Licence Number: 1189275

INSPECTIONS:

The work was inspected on the following dates at the following stages:

Stages of Assessment	Date	Comment
Under Slab Inspection: For plumbing and drainage laid under the floor slab of in another area where pipes or fittings will be covered – before the floor slab is laid.	27 Jan 2021	Passed
Drainage Inspection: For drainage and/or plumbing laid below ground level and external to the building before backfill is placed.	11 Mar 2021	Passed
Rough-in Inspection: For plumbing installed in a building before the cladding or lining covers the plumbing.	15 Oct 2021	Passed
Final Inspection: When the plumbing and drainage work, the subject of the Compliance assessment is completed.	15 Oct 2021	Passed

- **Hot Water System:** Gas Hot Water with pre- set 50c TMV installed 43c
- **On-site sewer system:** Holding tank connection to 2x Ozzie Kleen. Advanced secondary systems with surface irrigation

Final Inspection of the plumbing work at the above described property was carried out on 15 Oct 2021.

Work that has been inspected was tested and passed as being satisfactory at the time of inspection.

Yours faithfully



BRUCE SINCLAIR
PLUMBING INSPECTOR



GENERAL NOTES: This form is to be used for the purposes of section 81 of the Plumbing and Drainage Regulation 2019 (PDR).

1. Description of land

Street address (include number, street, suburb/locality and postcode)

1086 Coast Road, BAFFLE CREEK QLD 4674

Lot and plan:

Lot 2 RP 617484 Par Baffle

Shop/tenancy number

(if applicable)

Storey/level

(if applicable)

Local government area
Gladstone Regional
Council

2. Permit details

Permit number

BP/1271/2020

Date issued

17-Dec-2020

3. Declaration/s

Local government or the public entity may in certain circumstances accept verification from the responsible person that certain work not inspected by local government complies with the relevant standards.

1. ☒ This certificate applies to all of the work authorised to be carried out under the permit

or

2. ☐ This certificate applies to part of the work authorised under a permit.

If two (2) applies, provide a description of work covered by the certificate.

4. Certification

This form certifies that the relevant local government or the public entity has decided to issue a Final inspection certificate for the work described above.

The work is compliant, operational and fit for use.

Date the inspection was carried out

15 Oct 2021

Certificate number

BP/1271/2020

Issued by

(insert local government name/public entity)


Bruce Sinclair

Date issued

25-Oct-2021

From: [Kenton Bowden](#)
To: [Sarah Hunt](#)
Subject: Photos
Date: Monday, 8 November 2021 5:18:44 PM

Treatment plants
Unisex disabled toilet
Ablution block
Toilet and wash basins
Wast holding tank









Sent from my iPhone