

FORM: Application for a Building Compliance Notice (2024/25)

Use this form to apply for a notice of compliance for the operation of a residential service in Logan, in accordance with the [Residential Services \(Accreditation\) Act 2002](#) (Section 29). A residential service includes private boarding houses, supported accommodation hostels and aged rental accommodation. The assessment will involve an inspection by Council's building compliance officers to ensure the facilities comply with the requirements of the Queensland Development Code and health and safety standards.

Section 1: Your Details (if Individual Service Provider)

Name(s)	
Residential address(es)	
Postal address	
Contact number	
Email address	

Section 2: Your Details (if Corporate Service Provider)

Full name of corporation	
Registered office address	
Postal address	
Contact person	

PRIVACY COLLECTION NOTICE: Council collects personal information in order to provide services and information. It may be used to update records, contact you about Council businesses and can only be accessed by Councillors, employees and authorised contractors. All information is handled in accordance with Council's Privacy Policy and Procedure. Visit logan.qld.gov.au/privacy.

Contact number	
Email address	

Section 3: Business Details

Business name (if applicable)	
ABN	
Is the business name to be used in correspondence?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section 4: Residential Service Details

Address(es) at which the residential service will be conducted	
Description of premises	Approximate year of construction (if known): Maximum number of residents accommodated: Are residents provided with meals: <input type="checkbox"/> Yes <input type="checkbox"/> No
Building inspection	Please tell us who will be present for the inspection: <input type="checkbox"/> Service Provider <input type="checkbox"/> Associate (An associate takes part in the management of a residential service for the service provider, including an executive officer of a corporation who takes part in the management of a residential service for the corporation.) Name of person: <input type="checkbox"/> Neither the Service provider nor the Associate

Applicant's signature	
Date	

Note: Within 20 business days of receiving the application (the “decision period”), Council must decide if the premises complies with the prescribed building requirements and give you notice of that decision. If you do not receive that notice within the decision period you may appeal to a tribunal established under the [Planning Act 2016](#). The appeal must be made within 20 business days after the last day of the decision period. For more information on appeals please visit the [Queensland planning framework](#) website.

Section 5: Council Use Only

Description	Please tick (✓)	Banking
Buildings up to 1000m ² gross floor area Class 1B Class 2-9	<input type="checkbox"/> \$1,335.00	RC 1403
Fee for more than 10 residential rooms <i>* additional fee applies per room</i>	<input type="checkbox"/> \$135.00	RC 1403
Reinspection - Application for reinspection to determine compliance with prescribed building requirements	<input type="checkbox"/> \$510.00	RC 1403
<i>Building Act 1975 s221 - Request for extension of time for compliance with requirements of Fire Safety Standards in Budget Accommodation</i>	<input type="checkbox"/> \$1,335.00	RC 1403

Date application received	
Application fee paid	\$
Receipt Number	
Date of building inspection	
Outcome of inspection	<input type="checkbox"/> Compliance with building requirements <input type="checkbox"/> Non-compliance with building requirements
Comments	
Date of issue of building compliance notice	
Officer's name	