

# 2019/2020 FORM PS1 - Property Information (Residential)



## 1. Applicant Details

Name: \_\_\_\_\_ Your Ref: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Response method:  Post  Email  Collect from Council

## 2. Property Information

Address: \_\_\_\_\_

Real property description: Lot: \_\_\_\_\_ Plan: \_\_\_\_\_

Current owner/vendor: \_\_\_\_\_ Purchaser: \_\_\_\_\_

Status of property:  Improved land  Unimproved land

Proposed settlement date (if relevant): \_\_\_\_\_

**Authority:** If you are not the current property owner, for privacy reasons relating to searches **5 to 8, 10,12 to 14 & 15**, Council will require one of the following to accompany this application:

- Copy of executed contract of sale
- Copy of written authorisation of current land owner
- Signature of owner authorising this search

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The search timeframe will commence upon the above being supplied to Council.

## 3. Search categories and fees

### Rates and Water

No	Description	Tick	Fee	Timeframe	Council use
1	Property Search (includes Water Meter Reading)	<input type="checkbox"/>	\$291.00	10 days	1101
2	Water Meter Reading only	<input type="checkbox"/>	\$64.00		
3	Trade Waste	<input type="checkbox"/>	\$82.00		1101 & 1118

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## Planning and Development

No	Description	Tick	Fee	Timeframe	Council use
4	Limited Planning and Development Certificate	<input type="checkbox"/>	\$176.00	5 days	6261
5	Standard Planning and Development Certificate	<input type="checkbox"/>	\$1020.00	10 days	
6	Full Planning and Development Certificate	<input type="checkbox"/>	\$3,329.00	30 days	
7	Copy of Building Envelope	<input type="checkbox"/>	\$100.00	5 days	6262
8	Overlay Advice Certificate	<input type="checkbox"/>	\$428.00	10 days	62111

## Building, Plumbing and Drainage

No	Description	Tick	Fee	Timeframe	Council use
9	Building and Plumbing Approvals Report	<input type="checkbox"/>	\$222.00	10 days	1119
10	Building and Plumbing Inspection Report	<input type="checkbox"/> <input type="checkbox"/>	\$422.00 BLD \$212.00 PD		1403 1406
11	Copy of Certificate of Classification	<input type="checkbox"/>	\$165.00	5 days	1404
12	Copy of Building Plans - <i>please list approval/s requested here:</i>	<input type="checkbox"/>	\$88.00 (per approval)		3027
13	Copy of Specific Building Approval Document - <i>please list document/s requested here:</i>	<input type="checkbox"/>	\$44.00 (per document)		
14	Copy of As Constructed Sanitary Drainage plans	Available online free of charge – see <a href="#">Plumbing and Drainage</a> on Council's website.			

## Flood Information

No	Description	Tick	Fee	Timeframe	Council use
15	Flood Search	Available online free of charge – see <a href="#">Logan PD Hub</a> on Council's website			
16	Release of Flood or Stormwater Study Report	<input type="checkbox"/>	\$81.00	5 days	7058
17	Release of Digital Flood Grid	<input type="checkbox"/>	\$159.00		
18	Release of Hydrology Modelling files – truncated if applicable	<input type="checkbox"/>	POA		
19	Release of Hydraulic Modelling Files – truncated large model (1 critical duration)	<input type="checkbox"/>	POA	10 days	
20	Release of Hydraulic Modelling files – truncated if applicable (more than 1 critical duration)	<input type="checkbox"/>	POA		

Please note that all of the above search timeframes are calculated on business days.

The application fee represents Council's service fee for your request. Should the requested documentation not be available on Council's records a refund will not be applicable.

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## 4. Access to property

Unless you are the current property owner, for service category **10**, Council requires the consent of the property owner to be able to enter the land during business hours to carry out an inspection at an agreed time.

Please provide confirmation of the following:

Details of consent for Council to enter the land: \_\_\_\_\_  
(e.g. attached letter or email giving consent)

Contact name for access to the property: \_\_\_\_\_

Contact telephone number or email address: \_\_\_\_\_

## 5. Lodgement and payment details

The application may be lodged and paid via any of the methods listed below. Please use the checkboxes to indicate the method selected for this application, noting that credit card details must not be provided either via email or post.

- Online (electronically)** via [Online Services](#) (please sign-in or register via the menu)  
(For online lodgement, please do not complete this form. You will be prompted for the relevant details online. Payment is required as part of the online transaction, using a credit card);
- Via **email** to [Council@logan.qld.gov.au](mailto:Council@logan.qld.gov.au). A Council Officer will phone you for your payment via credit card;
- By **post** to Logan City Council, PO Box 3226, Logan Central, QLD 4114. Payment can be made via:
  - Cheque
  - Money order
  - Credit card - a Council Officer will phone you for your payment details
- In **person** at one of Council's [customer service centres](#) located at Logan Central, Jimboomba or Beenleigh.  
Payment can be made in cash, via cheque, money order or using EFTPOS.

***Please note: processing of the application will take place after payment is successfully received.***

## 6. Applicant signature

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

### Privacy Statement and Disclaimer

Logan City Council is collecting your personal information in accordance with Local Government Act 2009 in order to process your application. The information will only be used by authorised officers for the purpose of verification and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required or allowed to by law.

Please note that the information requested by you will be extracted from Council's records in response to your request. Council's records do not necessarily reflect the actual state of the property or matters relating to the property or the degree of compliance with relevant requirements. Persons making decisions with financial or legal implications will not be able to rely upon the information supplied for the purpose of determining whether any particular facts or circumstances exist and Council expressly disclaims any invitation to place such reliance on the information. Persons must obtain their own professional advice on these matters. Council (and its officers and agents) contract to supply information only on this basis. Further information on the limits of the information supplied will be included in the information supplied.

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## 7. Description of services

No	Search category	Explanation of service
1	Property Search	This search provides information about: <ul style="list-style-type: none"> <li>• Ownership, real property description, area, unimproved capital value and rateable value</li> <li>• Amount of rates and water charges levied, arrears, interest and discounts.</li> <li>• Zoning, building envelopes and overlays (including flooding) applying to the property.</li> <li>• Resumptions, realignments and conditions on property.</li> <li>• A special water meter reading if applicable</li> </ul>
2	Water Meter Reading	Information about unbilled water consumption at a property.
3	Trade Waste	Search details of the amount of trade waste charges to be levied and arrears held in the trade waste system. Note: 'trade waste' means water-borne waste from business, trade or manufacturing premises, other than waste that is a prohibited substance, human waste or stormwater.
4	Limited Planning and Development Certificate	A certificate issued pursuant to the Planning Act 2016. It contains basic planning information, including zoning, overlays, variation approvals, TLPs, designations and infrastructure charges.
5	Standard Planning and Development Certificate	A certificate issued pursuant to the Planning Act 2016. It contains all the information contained within a limited certificate, as well as detailed planning information such as relevant approvals in force, infrastructure charges and details of judgment or order of the Planning and Environment Court about the development approval.
6	Full Planning and Development Certificate	A certificate issued pursuant to the Planning Act 2016. It contains all the information contained within a limited and standard certificate, as well as a statement about the fulfilment or non-fulfilment of each condition of a development approval, compliance permit or master plan currently in force, infrastructure agreements and particular court proceedings affecting the premises. Please note that Council may require access to the property for this service.
7	Building Envelope	This service provides a copy of a building envelope applicable to the property.
8	Overlay Advice Certificate	This search will provide details about whether a mapped overlay will apply to premises for the purpose of carrying out a development. Council may require further supporting documentation before agreeing to the request. Applicable Overlays are Biodiversity, Landslip Hazard and Steep Slopes and Water Corridors and Wetland Overlays.
9	Building and Plumbing Approvals Report	This report provides details from Council's records about building approvals and plumbing and drainage approvals which have been issued in relation to the property. Please note this report is not accompanied by copies of any plans.
10	Building and Plumbing Inspection Report	This report provides details from Council's records about building approvals and plumbing and drainage approvals, as well as a statement on the compliance with these approvals. Council's compliance officers undertake an inspection and provide comment on any defects or elements of non-compliance with these approvals.
11	Copy of Certificate of Classification	Certificates of Classification apply to commercial buildings or multiple dwelling building approvals approved after 1 April 1976. This search will determine if a Certificate of Classification has been issued and if so, a copy will be provided.
12	Copy of Approved Building Plans	This service provides a copy of a building plan approval in association with a development permit or building approval.
13	Copy of Specific Building Approval Document	This service provides a copy of a specific document associated with a building approval (for example, final inspection certificate, soil and engineers report, pest treatment certificate or other related documents), other than Building Plans and As Constructed Sanitary Drainage Plans.

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14	Copy of As Constructed Sanitary Drainage Plans	This service provides copy of residential plumbing and drainage plans, being 'as constructed' plans for sanitary drainage and connecting sewer infrastructure for the property and, if available, the roof water as-constructed plan. Please be aware that Council has no plans issued prior to 1995 from the former Beaudesert Shire Council area of Logan City. See <a href="#">Plumbing and Drainage</a> on Council's website.
15	Flood Search	This service provides information on whether a property is flood affected, the flood level applicable to that property and the relevant legislation. See <a href="#">Logan PD Hub</a> on Council's website.
16	Release of Flood or Stormwater Study Report	This service provides a digital copy of a flood or stormwater study report
17	Digital Flood Grid	This service provides an editable GIS or equivalent flood grid (site specific 1km x 1km tile). For larger area, price on enquiry.
18	Hydrology Modelling Files	This service is for commercial or development assessment use only – hydrology modelling files – truncated if applicable data agreement for further analysis.
19	Hydraulic Modelling Files	This service is for commercial or development assessment use only – hydraulic modelling files – truncated large model (1 critical duration) data agreement for further analysis.
20	Hydraulic Modelling Files	This service is for commercial or development assessment use only – hydraulic modelling files – truncated large model (more than 1 critical duration) data agreement for further analysis.