

Request to make a change to development approval (Minor change and Pre-request response notice)

Planning and Regulation
City Development
Planning Assessment
PO Box 5042 GOLD COAST MC QLD 9726
P 07 5582 8866
W cityofgoldcoast.com.au

Please use BLOCK LETTERS and complete all details in full

Privacy statement

Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the **Information Privacy Act (Qld) 2009** and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to cityofgoldcoast.com.au/privacy

Council may also use your personal information in order to contact you to provide you with information regarding Council functions and services. If you do not wish to receive such information please opt out using the unsubscribe link in the communication material sent to you.

For more information to assist with your application and to submit online, please visit cityofgoldcoast.com.au/lodgeda

Note: A request to make a change application may lead to a change in the relevant infrastructure charges.

* Indicates the field is mandatory

Request type (Please select)*

Minor change to the development approval (<i>Planning Act 2016</i>)	☐
Minor change to development approval (<i>Planning Act 2016</i>) (Reconfiguring a lot – up to 3 lots)	☐
A Pre-request response notice	☐

Applicant*

Name	
Postal address	
Phone	
Email	

Contact person

Where a 'Contact' is required, provide details of the primary contact person for this application.

Name	
Postal address	
Phone	
Email	

Owner

Name	
Postal address	
Phone	
Email	

Property details*

Lot number*		Registered plan number*	
Property address*			
Existing approval number*			
City's reference file number			

Office use only

Date received		Fee paid	
Received by		Receipt number	
Business partner name		Account number	
Business partner number		System code	(if applicable)

Details of existing approval (Please select)

Development permit	☐	Environmentally relevant activity	☐	Material change of use	☐
Operational works	☐	Preliminary approval	☐	Reconfiguration of lot	☐

Fees

These fees are in accordance with Council's regulatory fees and non-regulatory charges. A copy of these fees and charges can be found on Council's website cityofgoldcoast.com.au

Payment Options

Business partner account (BP)

Business partner name		Business partner number	
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Cheque or credit card at any of Council's branch offices. For branch office locations and operating hours, please refer to Council's website.

Please be advised that payment by credit card will incur a surcharge.

Cheque or money order may be posted to Council's post office box address as above. Please ensure that you provide adequate reference details or attachments to allow the cheque to be appropriately receipted.

Details of the request*

Condition number/s	
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Description of requested change to condition	
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Justification for change

(Please provide reasoning and/or attach planning report)

Details of the request

Please provide any relevant history of the application

(Please provide reasoning)

Resource owners agreement

If the existing approval was lodged now would the application involve taking/interfering with State-owned resources?

☐

Yes

☐

No

If yes written agreement of Chief Executive must be attached

Referral agencies

Were there one or more referral agencies involved in the original approval?

☐

Yes

☐

No

If Yes

Referral Agencies

(Use a separate row for each agency)

Has the applicant sent a copy of the request to the referral agency?

☐

Yes

☐

No

Yes – please attach evidence of referral

Details of pre-request response notice

Has a pre-request response notice been issued from a referral agency in relation to this application in accordance with the *Planning Act 2016*

☐

Yes

☐

No

If Yes

Details of pre-request response notice

Date of Notice

Development Infrastructure

Is there any development infrastructure (refer to Chapter 4 of the *Planning Act 2016*) proposed?

☐

Yes

☐

No

Is the subject site inside the **Priority Infrastructure Area** refer to Council's Local Government Infrastructure Plan (LGIP) cityofgoldcoast.com.au/lqip

☐

Yes

☐

No

Is the proposed trunk infrastructure identified as trunk infrastructure in the LGIP (under the *Planning Act 2016*)?

☐

Yes

☐

No

If the proposed infrastructure is in the LGIP please identify the development infrastructure type and relevant LGIP infrastructure map:

Is the new and/or upgraded development infrastructure not identified within the LGIP but proposed as trunk infrastructure?

☐

Yes

☐

No

Identify which type/s of new and/or upgraded trunk infrastructure is proposed:

☐

Water

☐

Sewerage

☐

Transport

☐

Stormwater

☐

Recreation/Park Facilities

Provide a description of the proposed trunk infrastructure (and provide any available plans):

Is there an existing Infrastructure Agreement/or similar agreement related to the land subject to this application?

☐

Yes

☐

No

If yes, provide comments:

Specialist Reports

Where relevant to the provision of new or the upgrading of trunk or proposed trunk infrastructure, this request must ensure the following is clearly identified;

The type of infrastructure proposed (that is necessary trunk, additional trunk, and/or non-trunk proposed to become trunk infrastructure) and whether it is included in *Gold Coast City Council's Local Government Infrastructure Plan*

☐

Yes

☐

No

An estimate of the establishment costs to deliver the infrastructure calculated in accordance with Statutory Guideline 03/14 *Local Government Infrastructure Plan* and *Gold Coast City Council's Local Government Infrastructure Plan*

☐

Yes

☐

No

Applicant's consultancy business names**(Please complete each field or type N/A)*

Applicant (including company directors)	
Planning consultant	
Architect	
Traffic engineer	
Acoustic consultant	
Waste management consultant	
Engineering / Hydraulic engineer	
Landscape architect	
Surveyor	
Wind engineer	
Economic consultant	
Community engagement consultant	
Other:	

This information is being collected to assist Councillors and Council officers manage conflicts of interest related to the application in accordance with the requirements of the *Local Government Act 2009*.

Supporting documents

Submission of all documentation is required before we can commence the assessment of this application.

What attachments and supporting documents accompany this application?

Description of the attachment or information

(e.g. notice to referral agencies, owners consent declaration, specialist reports, any other documents to support the request)

Declaration*

I acknowledge that under Section 8.5 of the *Local Government (Planning & Environment) Act 1990* (the Act), a person who furnishes a document that is false or misleading in a material particular, whether by way of a statement in or omission from the document commits an offence against the Act.

Authority is granted for Council to reproduce and/or copy any documents and plans.

I understand and acknowledge that:

- by making this application, I the applicant, declare that the owner has given written consent to the making of this application/s.
- the information provided in this application is true and complete to the best of my knowledge
- Council may refuse this application if it becomes evident that any information or supporting documents provided is incomplete or false
- I approve of the information that has been provided in this application
- I acknowledge Queensland State Laws will accept this communication as containing my signature within the meaning of the *Electronic Transactions (Queensland) Act 2001*

Signature		Date	
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