

Date: 3 April 2025  
Contact: Ared Woskanian  
Location: City Development  
Telephone: 07 5582 8866  
Your reference: 6337  
Our reference: MCU/2025/72  
Payment Ref: 555884386

Strathwyn Street Developments Pty Ltd  
C/- Gassman Development Perspectives Pty Ltd  
PO BOX 392  
BEENLEIGH QLD 4207

Dear Sir/Madam

**Action Notice - Not Properly Made Application - Assessment Manager**  
(Given under section 3.1 of the Development Assessment Rules)

The development application described below was lodged with the Council of the City of Gold Coast (Council) on 13 March 2025.

The application was lodged by:

Applicant name: Strathwyn Street Developments Pty Ltd  
Applicant contact details: C/- Gassman Development Perspectives Pty Ltd, PO BOX 392,  
BEENLEIGH QLD 4207

in relation to development of land/premises described as:

Street address: 6 Homestead Drive, STAPYLTON QLD 4207  
Real property description: Lot 111 SP316137, Lot 112 SP316137, Lot 113 SP316137  
Application number: MCU/2025/72  
Approval(s) sought: Development permit for a Material change of use (code assessment)  
Nature of development proposed: Manufacturers Shop, Low Impact Industry, Warehouse, Service Industry, Cafe

This development application is not a properly made application under section 51 of the *Planning Act 2016*.

The reasons why Council, as assessment manager, is not satisfied that the application is properly made is/are:

- The application has not been made in the approved form.
- The documents required under the approved form, to be attached to or given with the application have not been provided.

The following action/s must be taken to make the application comply with section 51 of the *Planning Act 2016*:

**Additional Land Use Identified (Office) – Amended DA Form 1 Required**

Proposed tenancies 1, 2, 3, 4, 7, and 8 feature large mezzanine floors, accessible via a single staircase. Officers do not consider that the proposed built form is aligned with the land uses applied for. Officers characterise the built form and typology of these tenancies as consistent with an Office land use, in accordance with the definitions in the *Gold Coast Planning Scheme 2003*. Officers will not consider the first storey as currently proposed as ‘ancillary’ office areas.

‘Office’ is not a listed land use under the Tables of Assessment in Table A of the M38 Industrial Estate Place Code (**Place Code**) and therefore is subject to Impact Assessment.

- Accordingly, the applicant is requested, in the first instance, to amend the proposed design to reduce the size of the mezzanine levels to be commensurate with that of an ancillary office. As guidance, officers recommend the mezzanine does not exceed 20% of the total use area of the respective tenancy; or
- Alternatively, submit an amended DA Form 1 that includes 'Office' as an additional land use.

*Note: If Office is included in the application, wholesale changes will likely be required to the proposed design as it has separate requirements under the Place Code. Key considerations include but are not limited to car parking, servicing and waste management. The inclusion of an additional land use will also attract additional fees. Please inform officers of the applicant's direction so a new fee quote can be issued for payment.*

**Documents Required – Supporting Material (For Inclusion Of Office)**

The following updated supporting material is required to be submitted for an Office to be included within the subject application.

- Submit recalibrated supporting documents (Planning Report, Code Compliance Assessment, Specialist Reporting and Drawings).

**Documents Required – Supporting Material (Waste Management Plan)**

The applicant has not submitted supporting documentation to address PC10 of the Place Code.

- Submit a Waste management plan prepared by an environmental consultant to address PC10 of the Place Code.

**Response Due Date**

The above action/s must be completed and a notice given to Council as assessment manager advising that the action notice has been complied with.

If Council does not receive notice confirming you have complied with the action notice within 20 business days being **7 May 2025**, or a further period agreed with Council – the application will be taken to have not been made, pursuant to section 3.7 of the Development Assessment Rules.

**Please note:** Fees will be determined as received when funds have cleared, this may take up to three business days.

**Response Format**

As an electronically lodged application, please email all responses in PDF attachments (titled: 1 forms, 2 supporting documents, 3 plans and 4 specialist reports) to: [DART@goldcoast.qld.gov.au](mailto:DART@goldcoast.qld.gov.au)  
Do not password protect the PDF.

**Contacting us**

Should you wish to clarify any issues contained in this letter, please do not hesitate to contact Planning Assessment on 07 5582 8866.

A handwritten signature in black ink, appearing to read 'Adam Morris'.

Adam Morris  
**Coordinator Development Assessment North**  
*For the Chief Executive Officer*  
Council of the City of Gold Coast

