

Date: 1 May 2025
Contact: DART
Location: City Development
Telephone: 07 5582 8866
Your reference:
Our reference: COM/2025/97
Payment Ref: 556159820

FPI Queensland Pty Ltd
C/- Gassman Development Perspectives
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 3 April 2025.

The application was lodged by:

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

in relation to development of land/premises described as:

Street address: 1 Highlands Street, STAPYLTON QLD 4207
Real property description: BAL Lot 505 SP316171
Application number: COM/2025/97
Approval(s) sought: Development permit for Material Change of Use & Operational Works for
Nature of development proposed: Warehouse & Change to Ground Level

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 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*:

Operational Works Forms - required

Please return the following forms to DART.

- Engineering drawings application checklist
- Application for approval of engineering drawings
- Application for approval of engineering drawings

Response Due Date

The above action 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 **30 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.

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. 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.

Yours faithfully



Elisha Martin
Supervisor
Development Assessment Review Team
For the Chief Executive Officer
Council of the City of Gold Coast

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How to contact us



cityofgoldcoast.com.au



Council of the City of Gold Coast
PO Box 5042 GOLD COAST MC QLD 9726