CITY OF GOLDCOAST.

Date: 22 September 2026
Contact: Kendall Parker
Location: City Development
Telephone: 07 5581 1546
Our reference: OPW/2026/1026

Bosform Pty Ltd
C/- Burchills Engineering Solutions
PO BOX 6072
SOUTHPORT QLD 4207

Dear Sir/Madam

Confirmation Notice and Information Request – Assessment Manager
(Confirmation Notice given under section 26.2 and Information Request given under section 12 of the Development Assessment Rules)

I refer to the development application lodged by:

Applicant name:	Bosform Pty Ltd
Applicant contact details:	C/- Burchills Engineering Solutions PO BOX 6072 SOUTHPORT QLD 4207

in relation to development of land/premises described as:

Street address:	2 Karingal Drive, Pimpama Qld 4209
Real property description:	Lot 19 RP152380

CONFIRMATION NOTICE

The development application described below was properly made to the Council of the City of Gold Coast (Council) on 8 September 2026..

Application number:	OPW/2026/1026
Approval(s) sought:	Development permit for Operational Works This development application is not a development application to carry out a development under a superseded planning scheme.
Nature of development proposed:	Operational Work for Change to Ground Level and Works for Infrastructure

Council's Project Team
The assessment of this application will be undertaken by the following Council project team.

Assessment Manager	**Environmental and Bushfire Assessment**
Kendall Parker	Amelia Cook
Civil Engineer	Senior Bushfire and Environment Officer
07 5581 1546	07 5581 5204
kmparker@goldcoast.qld.gov.au	acook@goldcoast.qld.gov.au

Referral Agencies
There are no referral agencies identified for this development application.

Information Request
You have stated on the approved form that you agree to accept an information request in accordance with Part 3 of the Development Assessment Rules.

Public Notification

Public Notification is not required for this development application.

INFORMATION REQUEST

Civil Engineering

1. **Referral Agency Assessment required**
General development provisions code
Infrastructure – PO12

As the site is subject to an overarching subdivision approval, the retaining structures required to establish the proposed lots form part of the development being assessed under this application. Council acknowledges that a Quality Level A survey has been undertaken for portions of the existing DN375 sewer infrastructure. However, given the significance of this infrastructure and the potential for impacts arising from the proposed works, Council requires sufficient information to complete its referral agency assessment. Accordingly, the following information is requested:

Note: If the requested information demonstrates compliance, Council's endorsement of the retaining works will form part of this application. A future QDC MP 1.4 application will only be required for retaining works not associated with establishing the approved reconfiguration of a lot subdivision.

A. Survey
Council acknowledges the applicant has provided quality A survey of the sewer main along the eastern boundary and western boundary only. The applicant is also required to provide quality B or higher for the sewer main along the southern boundary of the development site. The applicant is required to provide all on-site survey information and reporting for councils viewing.
Council requires the survey to be quality B or higher.

a) The applicant is required to carry out an on-site field survey and;
b) Submit to Council a detailed services survey plan prepared by a registered surveyor (using field survey data sourced by the applicant – e.g. via potholing or CCTV with trace survey if required) to demonstrate the location of the sewer infrastructure within proximity to the proposed works (including the sewer main, sewer maintenance structure and the adjacent property connection/s) , noting the requirements below:
    i. The survey must be Survey "Quality Level B" or higher with respect to AS 5488.

ii. The quality of the survey must be clearly identified on the survey drawing(s)
iii. If CCTV trace survey is used, this must be stated as such in the survey reporting material
iv. If potholing is undertaken, provide the potholing information
v. Survey information which does not accurately demonstrate the infrastructure has been located or has words to the effect "plotted from Council records" or similar will not be accepted by Council.

c) Sewer manhole:
The applicant shall demonstrate a minimum of 1000mm from the outside of the manhole body (below ground) to the nearest footing. This can be demonstrated via field investigation and photos, noting the body of the MH may not be centrally located below the lid.

B. Pre-Construction CCTV

The applicant is required to carry out and submit to Council a pre-construction CCTV inspection video and written report for review. This information is required to establish a baseline as to the existing condition of the sewer main. Post-construction CCTV will be conditioned to ensure the proposal has not damaged or adversely affected the sewer main. Please note: Council will not accept the pre-construction CCTV inspection video and written report unless it meets the following criteria:

a) The pre-construction CCTV inspection video and condition report shall be compiled in accordance with the WSA 05-2020-4.1 Conduit Inspection Reporting Code of Australia and only be undertaken by suitably qualified persons.
b) A tilt/panning head camera shall be used. Only colour CCTV equipment may be used.
c) The camera shall be raised in position to reduce the risk of picture distortion and the lens shall be positioned to look along the axis of the sewer main.
d) Prior to the pre-construction CCTV survey, all mains must be cleaned so a full inspection of the main can be undertaken. The pre-construction CCTV survey shall give a clear view of each internal cut-out at junctions and house connection branches looking along the laterals.
e) Should the manhole be covered or blockages in the sewer main make the survey unattainable in its entirety, the contractor is to notify Council 1300 000 928 for service personnel to attend.
f) The pre-construction CCTV must be accompanied by a service report detailing camera position, any blockages, and observations as to the condition of the main.

C. Detailed Cross Sections

Ensure all the items noted in Appendix A of Council's Building Over or Near Council Sewer, Water Supply and Stormwater Infrastructure Guideline

The engineering cross sections must include all relevant dimensions and drawn to scale, providing:

a) The location of the sewer main, including invert level (obtained via survey)
b) Demonstrate the minimum horizontal clearance from the closest edge (not centre) of the sewer infrastructure (to the closest face of the proposed retaining wall footing/structure – noting the minimum distance shall be as per Table B of the Guideline referenced. If the minimum distance is not achieved. The proposed earthworks / retaining wall strategy must be revisited or the applicant can consider a realignment of the existing infrastructure in order to achieve the required distances.
c) Illustrate the zone of influence of the proposed retaining wall footings, demonstrating the zone of influence extending a minimum of 300mm below the invert level of all sewer infrastructure in proximity.
d) Ensure all the items noted in Appendix A of Ensure all the items noted in Appendix A of Council's Building Over or Near Council Sewer, Water Supply and Stormwater Infrastructure Guideline is included and demonstrated.

e) Demonstrate a minimum of 1000mm from the edge of the manhole (below ground) to the nearest face of critical retaining wall footing. This must include consideration for the thickness of the manhole walls.

D. Form 15 – Provide a form 15 which includes:
Wording certifying that:
Certification:
a) The Form 15 must be certified by an appropriately qualified RPEQ and lists all relevant design drawings including author, revision and date for each relevant drawing.

2. General development provisions code
Infrastructure – PO11
Works for infrastructure code
Sewerage supply reticulation design – PO5

Council requires the following additional design information to confirm compliance of the proposed sewer infrastructure:
a) Design details of all relevant maintenance structures to be re-levelled in accordance with the proposed earthworks levels, including the applicable standard drawing and/or design reference.
b) Amended drawings C2801 and C2802 to show the proposed retaining wall design within the existing 6-meter wide easement

Environmental Assessment

3. Acid sulfate soil investigation and management plan

In order to satisfy the outcomes of the City Plan's Acid sulfate soils overlay code, the applicant is requested to prepare and submit an Acid sulfate soils investigation in accordance with SC6.2 City Plan policy – Acid sulfate soils management.
If acid sulfate soils are present, an Acid sulfate soils management plan will also be required.

Note to applicant: No additional fees will be incurred if the Acid sulfate soils investigation and management plan are submitted as part of this application rather than submitting an Environmental Management Plan (EMP) as a condition of approval.

4. Basic Dewatering management plan

To meet PO22 requirements of the Environmental significance overlay code, the applicant is requested to prepare and submit a basic dewatering management plan in accordance with SC6.8 City Plan Policy Environmental management plans.

Note: The capture and release of fauna associated with dewatering activities may require permits under State legislation (e.g. Fisheries Act 1994). To prevent delays associated with obtaining permits, spotter catchers should be consulted as early in the development process as possible.

Response Due Date
The due date for providing the requested information is 4 January 2027.

To assist Council with finalising the assessment of this development application, can you please advise whether you intend to:

a) Provide all of the information requested;
b) Provide part of the information requested; or
c) Not provide any of the information requested.

Notwithstanding the above, as Council's assessment of this development application will be based on the information provided, it is recommended that you provide all of the information requested. If Council has not received a response to the information requested from you on or before the above due date (or a further agreed period), it will be taken as if you have decided not to respond to the information request and Council will continue with the assessment of your application without the information requested.

Advice Note
The applicant is advised that should Council give further advice about the application (in accordance with s35 of the DA Rules) to resolve outstanding items not adequately addressed within the information request response, the applicant will be requested to complete a 'Notice to Stop the Current Period' for the above-mentioned application until the items within the further advice are adequately addressed. Alternatively, the applicant may choose to provide a reasonable extension to the Decision period, as advised by the Assessment manager. If the applicant does not stop the Current Period or provide a reasonable extension to the Decision period, Council officers will proceed with assessing and deciding the application based on the information provided in the information request response, which could result in an unfavourable recommendation by Council officers.

Notice to Stop the Current Period Form:
https://dsdmipprd.blob.core.windows.net/general/Applicanttemplate9.0-Noticeaboutstoppingthecurrentperiod.doc

DA Rules extract:

s35.1 An assessment manager or concurrence agency for the application may, at any time before the application is decided, give further advice about the application to the applicant.

s35.2 Further advice may include advice about how the applicant may change the application.

Response format
As this application was lodged electronically, please direct all future correspondence regarding this application in the required PDF format i.e.:

- **Supporting documents** (separate the supporting documents into individual PDF appendices)
- **Plans** (combine as one single PDF)
- **Specialist reports** (separate each specialist report into individual PDF appendices)

Do not password protect the PDF.

The electronic response should be forwarded to mail@goldcoast.qld.gov.au with the Assessment Manager Kendall Parker copied into the email kmparker@goldcoast.qld.gov.au.

Please note, all development applications are publicly viewable on the Council's City of Gold Coast's PD Online: cityofgoldcoast.com.au/pdonline.

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



Craig Morse
A/ Principal Civil Engineer
For the Chief Executive Officer
Council of the City of Gold Coast