

Date: 2 May 2023
Contact: DART
Location: City Development
Telephone: 07 5582 8866
Your reference:
Our reference: COM/2023/82
Payment Ref: 547258335

FPI 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 21 April 2023.

The application was lodged by:

Applicant name: FPI 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: Lot 504 Homestead Drive, Stapylton Qld 4207
Real property description: Lot 504 SP329485
Application number: COM/2023/82
Approval(s) sought: Development permit for carrying out operational works and reconfiguring of a lot for
Nature of development proposed: 1 into 4 Lot Subdivision, Change to Ground Level and Tree Works Development

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 are:

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

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

Approved form - required

- The approved form for making the application is required to be amended and submitted (*DA Form 1*). Please make your amendments to the DA Form 1 and return in full (pages 1 – 12) in PDF file format)
 - **Division 3, 14.1** – Select *Clearing Vegetation*

Site plan

A site plan for any and all premises that are part of the development application is required to be provided.

Provide a site plan that includes critical details that allow the proposed development to be conceptualised in the context of the site. The following information should be included in all site plans, where applicable:

- A site plan outlining the tree clearing location is required.

Engineering drawings

Provide engineering drawings signed by a Registered Professional Engineer of Qld (RPEQ) which comply with the requirements in the Engineering drawings application checklist available through the City's website <https://www.goldcoast.qld.gov.au/Planning-building/Development-applications/Development-application-types/Operational-works>.

- Engineering drawings application checklist form; and
- Application for approval of engineering drawings form also required

Required fee – payable

- The required fee for making the application is to be paid. The required fee is \$6,103.00. Council received \$0.00, therefore \$6,103.00 is outstanding. Please refer to the payment options at the end of this correspondence to organise payment.

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 **30 May 2023**, 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: Payment of the required fee does not satisfy the requirements of the action notice with respect to the required fee. An email notice is also required to be provided to Council (dart@goldcoast.qld.gov.au) advising the fee has been paid and the action notice has been complied with.

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



Jessie Petrie
Supervisor
Development Assessment Review Team
For the Chief Executive Officer
Council of the City of Gold Coast

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There have been changes to our centres, for locations and opening hours please visit cityofgoldcoast.com.au/contactus

How to contact us



cityofgoldcoast.com.au



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