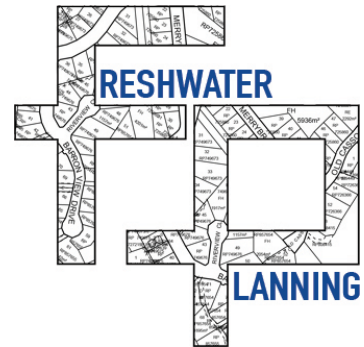


Your Ref:
Our Ref: F25/19

24 June, 2025

Chief Executive Officer
Mareeba Shire Council
PO Box 154
MAREEBA QLD 4880



Attention: Planning and Building Department

Dear Sir,

**RE: APPLICATION FOR RECONFIGURING A LOT – 1 LOT INTO 2 LOTS AND ACCESS EASEMENT
LOT 36 ON RP737515, 7 PUNCH CLOSE, KURANDA.**

This application is for a Reconfiguring a Lot – 1 Lot into 2 Lots and Access Easement over land described as Lot 36 on RP737515, situated at 7 Punch Close, Kuranda.

The application comprises of Application Forms, SmartMap, Sketch Plan and this Town Planning Submission. It is understood that the proponent will provide payment of the Application Fee with the Mareeba Shire Council.

The Site

The subject land is described as Lot 36 on RP737515 and is situated at 7 Punch Close, Kuranda. The site is owned by Sherry Burkitt and John Andrew Walta, the applicants for the proposed Reconfiguration. The site is FreeHold, comprises of a single FreeHold allotment, is irregular in shape, has an area of 9,438 m², contains frontage to Punch Close, and encompasses an existing Dwelling House and associated structures.

The site contains an easement, being Easement A on RP737515 which is understood to be for Stormwater Drainage. This Easement contains an area of 613 m². Previous works undertaken over the site has aided in formalising the existing drainage with the proponents noting that the area of the Easement is able to be reduced.

The site is accessed from Punch Close via existing crossovers with the subject site provided with all available services, being the ability for reticulated Water, Electricity and Telecommunications and is provided with the necessary services of an effective Effluent Disposal System with no changes to the existing infrastructure proposed.

In relation to the current State Governmental Mapping the site is Not Mapped as containing Remnant Vegetation nor is Mapped as containing a Referable Wetland. The site is not located within 25 metres of a State Controlled nor within 25 metres of a Railway Corridor. It is understood that the proposed development **does not** require Referral to any State Agency.

The Proposed Development

The proposed development is for a Reconfiguring a Lot – 1 Lot into 2 Lots and Access Easement in the 4,000 m² Precinct of the Rural Residential Zone within the Mareeba Shire Planning Scheme. The site is located at 7 Punch Close, Kuranda and is more particularly described as Lot 36 on RP737515. The site is irregular in shape, has an area of 9,438 m² and contains a Dwelling House and associated structures. No change to the existing buildings and structures are envisaged with the Reconfiguration. The site contains a 613 m² easement, being Easement A on RP737515 which is understood to be for Stormwater Drainage. This Easement contains an area of. Previous works undertaken over the site has aided in formalising the existing drainage with the proponents noting that the area of the Easement is able to be reduced. No change to the purpose or functioning of the existing Easement is envisaged with the Reconfiguration. However, the area and dimensions of the existing Easement will be reviewed with any Survey over the property.

A Development Permit is sought to subdivide Lot 36 on RP737515 creating an additional Rural Residential Allotment within the existing Kuranda Rural Residential Area. The proposal also provides for the provision of an Access Easement to ensure appropriate access to the rear of proposed Lot 1 without interfering with the existing Stormwater Drainage. No change to the existing Rural Residential nature or character of the Zone is envisaged with the Reconfiguration. The proposal will provide for an additional Rural Residential Allotment while maintaining the existing amenities and aesthetics of the site.

The Reconfiguring a Lot proposes two (2) Rural Residential Allotments described as proposed Lots 1 and 2. The proposed areas of the allotments are:

Proposed Lot 1	5,438 m ²
Proposed Lot 2	4,000 m ² .

The site contains existing crossovers to the Road Network, being Punch Close with no change to the existing accesses proposed, other than the provision of an Access Easement over the southern access. Proposed Lot 1 will retain the existing Dwelling House and some associated structures with proposed Lot 2 retaining the existing large Shed to the rear of the property. It is accepted that each allotment contains the ability for safe provision of access to the existing Road Network.

The site is connected to all available and necessary services with no change to the existing proposed with the Subdivision. Each proposed allotment of sufficient size for the provision of an effective Effluent Disposal System and an appropriate level of Stormwater Disposal. The proposed Subdivision will ensure that no change to the existing nature of the site and surrounding area is envisaged.

The proposed allotments are considered to appropriately meet the minimum area requirements of the Mareeba Shire Council's Planning Scheme's Reconfiguring a Lot Code for allotments in the Rural Residential Zone. It is not considered that the proposed Reconfiguration will be detrimental to the adjacent sites or adversely impact on the surrounding area. It is considered that the Performance Outcomes of the Rural Residential Zone Code and the Reconfiguring a Lot Code can be met in this instance.

The site is located in the Rural Residential Zone of the Mareeba Shire Council's Planning Scheme. It is understood that the Reconfiguration is a Code Assessable Use within this Zone. The Application is understood to be Code Assessable.

Lot 36 on RP737515 is identified as being in the Regional Landscape and Rural Production Area designation of the FNQ Regional Plan Mapping.

The site is designated within the Rural Residential Zone of the Mareeba Shire Planning Scheme. The proposal could be considered to be a greenfield development or a re-subdivision (infill/re-development) of an existing site, with the Reconfiguration within the Regional Landscape and Rural Production Area designation and results in the creation of greater densities without affecting the existing natural environment.

The Regional Plan introduces controls on subdivision of Rural Zoned land in the Regional Landscape and Rural Production Area. These controls serve two purposes – To maintain larger lots sizes to ensure the economic viability of rural land holdings and to protect important agricultural lands and areas of ecological significance from encroachment by urban and rural residential development.

It is noted that the FNQ Regional Plan has no mention of a Minimum Area for this type of Subdivision. With the Repeal of the Regulatory Provisions, the Regional Plan is now silent on any allotment size within the Regional Landscape and Rural Production Area. Hence, it is understood that there is no minimum allotment size, and the proposal is considered to reflect the Intent of the FNQ Regional Plan, Local Governments Planning Schemes and is considered appropriate. The Mareeba Shire Council's Planning Scheme's Rural Residential Zoning have been appropriately taken into account with the Reconfiguration.

It is additionally noted that a separate assessment against the Regional Plan is not required due to the fact that the Mareeba Shire Council Planning Scheme appropriately advances the Far North Queensland Regional Plan 2009-2031, as it applies to the Planning Scheme area. This ensures that the Rural Residential Zoning overrides the Regional Landscape and Rural Production Area designation.

It is considered that the proposed Reconfiguration is not in conflict with the Intent and Objectives for the Regional Landscape and Rural Production Area Designation within the FNQ Regional Plan 2009-2031 given the advancement of the Mareeba Shire Council's Planning Scheme.

Rural Residential Zone Code

The proposal is for a Reconfiguration within the Rural Residential Zone's 4,000 m² Precinct of the Mareeba Shire Council's Planning Scheme. The proposed Reconfiguration will create an additional Rural Residential Allotment within the Kuranda Rural Residential Area. The site is surrounded by Rural Residential Allotments with no change to the existing Rural Residential Zone and Area is proposed with the Subdivision. The proposal will maintain the existing amenities of the site and the surrounding properties.

The site is surrounded by Rural Residential Allotments within Kuranda's southwestern Rural Residential Area with no change to the existing is envisaged. The proposal is considered to comply with the purpose of the Rural Residential Zone as the provision of Rural Residential Allotments will ensure that the existing Uses and Rural Residential Uses will be provided over the site now and within the future. The proposed Reconfiguration will provide an additional allotment while maintaining the existing amenities and aesthetics of the site.

The proposed Reconfiguration results in allotment sizes similar to those of the immediate vicinity and the surrounding Rural Residential Area. The proposal provides for an additional Rural Residential Allotment without affecting the existing character and nature of the Rural Residential Area within Kuranda. No change to the existing services is proposed with the Reconfiguration. Any further development of any of the newly created Allotments can be provided with all available and necessary services, an appropriate level of effluent disposal, in addition to

an appropriate level of Stormwater disposal at the time of construction of any dwelling associated with that Rural Residential Allotment.

It is not considered that the proposal is in conflict with the relevant aspects of the Rural Residential Zone Code. The proposal offers similar character and nature to what is existing whilst enhancing the existing character. The proposal results in an additional Rural Residential Allotment within Kuranda.

Environmental Significance Overlay Code

The site is Mapped as containing MSES Waterway Buffer over the rear of the site buffering a Waterway on the adjoining rear property on the Environmental Significant Overlay Mapping. The proposal is for a Reconfiguration with no new buildings or structures proposed, however, the proposal provides for an appropriate Waterway setback of the existing adjoining natural feature (watercourse). No change to the existing adjoining Watercourse is envisaged with the proposal.

It is not considered that the proposal will affect the areas of Environmental Significance over the site and can be conditioned to ensure its protection, if required. The proposed Subdivision creates an additional Rural Residential Allotments without significantly affecting the existing natural environment in accordance the Intent of the Environmental Significant Overlay Code.

Hill and Slope Overlay Code

The site is Mapped as containing two small areas of Hill and Slope in relation to the Hill and Slope Overlay Mapping. The proposal is for a Reconfiguring a Lot and no new buildings are proposed nor will the Subdivision result in any change to the existing buildings or structures. Each proposed Rural Residential Allotment will be provided with sufficient area outside of the Mapped Hill and Sloped Areas and it is not considered in this instance that assessment against the Slope Overlay Code is applicable. If any dwelling is to be constructed on proposed Lot 2 on slopes greater than 15% a Geotechnical Report can be provided.

Reconfiguring a Lot Code

The proposal is for a Reconfiguring a Lot – 1 Lot into 2 Lots in the Rural Residential Zone's 4,000 m² Precinct of the Mareeba Shire Council's Planning Scheme. The proposal is sought to create additional Rural Residential Allotment within the Kuranda's Rural Residential Area. The proposed Subdivision is to preserve the existing nature of the site and the immediate and surrounding amenity in accordance with the Mareeba Shire Council's Planning Scheme.

The minimum lot size in the Rural Residential Zone's 4,000 m² Precinct is 4,000 m² requiring a minimum frontage of 40 metres. Existing Lot 36 on RP737515 has an area of 9,438 m² and frontage to Punch Close of approximately 86 metres. The proposed Lots and areas are as follows:

<u>Proposed Allotments</u>	<u>Area (m²)</u>	<u>Frontage (m)</u>
Proposed Lot 1	5,438 m ²	79.2 m
Proposed Lot 2	4,000 m ²	7.0 m.

Proposed Lot 1 is to retain the existing Dwelling House and the majority of the existing structures with proposed Lot 2 retaining the large shed to the rear of the site. The proposal is for a rear access allotment with the handle and Access Easement covering the existing access to the Shed. The 7.0 metre frontage is understood to match the existing frontage boundary of the site and provides an appropriate frontage for the provision of a rear access allotment.

The site gains access from the existing Road Network, being Punch Close, via existing crossovers with no change to the existing is envisaged with the Reconfiguration, other than the provision of an Access Easement over the handle of proposed Lot 2. It is accepted that each allotment contains of has the ability for the safe provision of access to the existing Road Network. The site is connected to all available and necessary services. No change to the existing Infrastructure is proposed, with each proposed allotment of sufficient size for the provision of an effective Effluent Disposal System and an appropriate level of Stormwater Disposal. The proposed Subdivision will ensure that no change to the existing nature of the site and surrounding area is envisaged.

The proposed Reconfiguration results in the protection of the existing Rural Residential nature and character of the immediate and surrounding environs ensuring that Rural Residential Activities can be provided over the site now and within the future. No change to the nature and character of the Rural Residential Allotments is envisaged with the Reconfiguration. It is considered that the Objectives and Performance Outcomes of the Reconfiguring a Lot Code can be met in this instance.

Works, Services, and Infrastructure Code

The proposal is for a Reconfiguring a Lot – 1 Lot into 2 Lots in the Rural Residential Zone within the Mareeba Shire Council's Planning Scheme. The site is connected to all available and can be provided with the necessary services. No change to the existing services is proposed with the Reconfiguration. Any further development of any of the newly created Allotments can be provided with all available and necessary services, being an appropriate level of effluent disposal, in addition to an appropriate level of Stormwater disposal at the time of construction of any dwelling associated with that Rural Residential Allotment. The proposed Subdivision will ensure that no change to the existing nature of the site and surrounding area is envisaged.

The site gains access from the existing Road Network, being Punch Close, via existing crossovers with no change to the existing is envisaged with the Reconfiguration. Punch Close is constructed to an acceptable standard to accommodate the additional Rural Residential Allotment. It is accepted that each allotment contains the safe provision of access to the existing Road Network.

The site contains an easement, being Easement A on RP737515 which is understood to be for Stormwater Drainage. This Easement contains an area of 613 m². Previous works undertaken over the site has aided in formalising the existing drainage with the proponents noting that the area of the Easement is able to be reduced. No change to the purpose or functioning of the existing Easement is envisaged with the Reconfiguration. However, the area and dimensions of the existing Easement will be reviewed with any Survey over the property.

No Excavation or Filling is proposed with the Reconfiguration however, if any significant Excavation or Filling associated with the proposed Reconfiguration is required than any resultant earthworks will be provided as part of an Operational Works Application.

It is considered that the proposed Reconfiguration complies with the Intent of the Works, Services, and Infrastructure Code.

Conclusion

It is considered that the proposed development being a Reconfiguring a Lot – 1 Lot into 2 Lots over land described as Lot 36 on RP737515 is appropriate. In particular, the proposed development:



Can meet the Performance Outcomes relating to minimum allotment size and dimension as the proposal provides for similar allotment sizes to those within the immediate vicinity and surrounding environs;

- ✚ No change to the existing Rural Residential nature or character of the area is envisaged, and the Subdivision will ensure that the newly created Allotments will remain to be used for Rural Residential Uses as existing;
- ✚ Can meet the Performance Outcomes, Purposes and the Intent of the Reconfiguring a Lot Code for land included in the Rural Residential Zone;
- ✚ Is not in conflict with the Environmental Significance, and Hill and Slope Overlays;
- ✚ Can meet the Intent and Objectives and Intent for the Rural Residential Zone;
- ✚ Is not in conflict with the Far North Queensland Regional Plan 2009 – 2031, in particular the Regional Landscape and Rural Production Area Designation given the advancement of the Mareeba Shire Council's Planning Scheme; and
- ✚ Provides for additional Rural Residential Allotments within Kuranda's Rural Residential Area whilst complimenting the existing Rural Residential Area.

Freshwater Planning Pty Ltd request that Council provide a copy of the Draft Conditions with sufficient time for review prior to a Decision being provided. If you have any queries, please do not hesitate to contact Freshwater Planning Pty Ltd.

Yours faithfully,



MATTHEW ANDREJIC

FRESHWATER PLANNING PTY LTD

P: 0402729004

E: FreshwaterPlanning@outlook.com

17 Barron View Drive, FRESHWATER QLD 4870

RECONFIGURING A LOT - 1 LOT INTO 2 LOTS

Lot 36 on RP737515 - 7 Punch Close, Kuranda

16°49'33"S 145°36'57"E

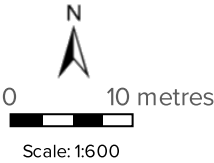
16°49'33"S 145°37'4"E



REF: F25/19

Exisiting Lot:
Lot 36 on RP737515
9,438 m²

Areas and metes and bounds
are subject to final survey.



Printed at: A3
Print date: 12/5/2025
Not suitable for accurate measurement.
Projection: Web Mercator EPSG 102100 (3857)

For more information, visit <https://qldglobe.information.qld.gov.au/help-info/Contact-us.html>

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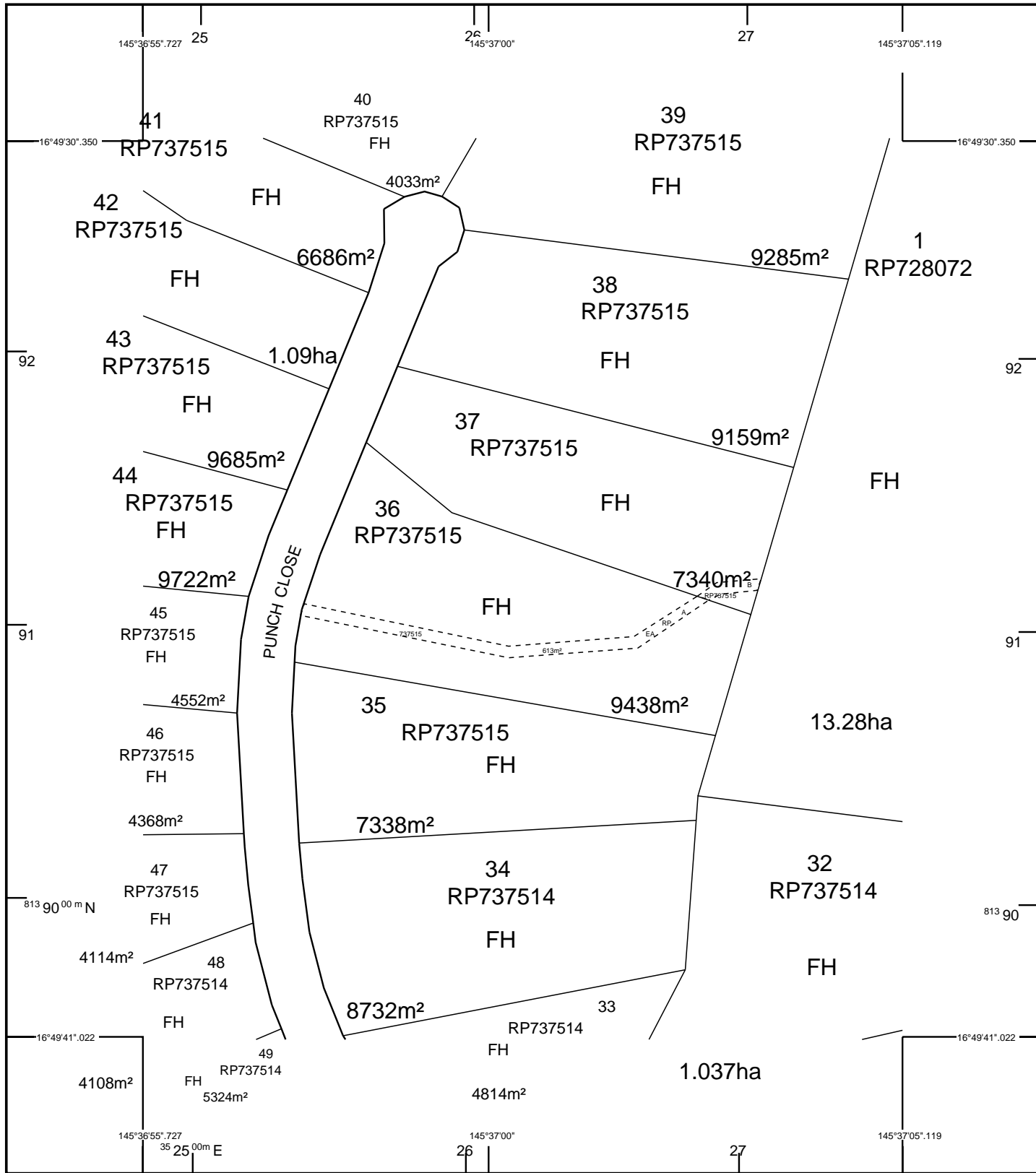
**Queensland
Government**

Department of Natural Resources and Mines, Manufacturing, and Regional
and Rural Development



16°49'38"S 145°36'57"E

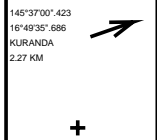
16°49'38"S 145°37'4"E



STANDARD MAP NUMBER
8064-34211



MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	
Lot/Plan	36/RP737515
Area/Volume	9438m ²
Tenure	FREEHOLD
Local Government	MAREEBA SHIRE
Locality	KURANDA
Segment/Parcel	9215/82

CLIENT SERVICE STANDARDS

PRINTED 12/05/2025

DCDB 09/05/2025

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SmartMap

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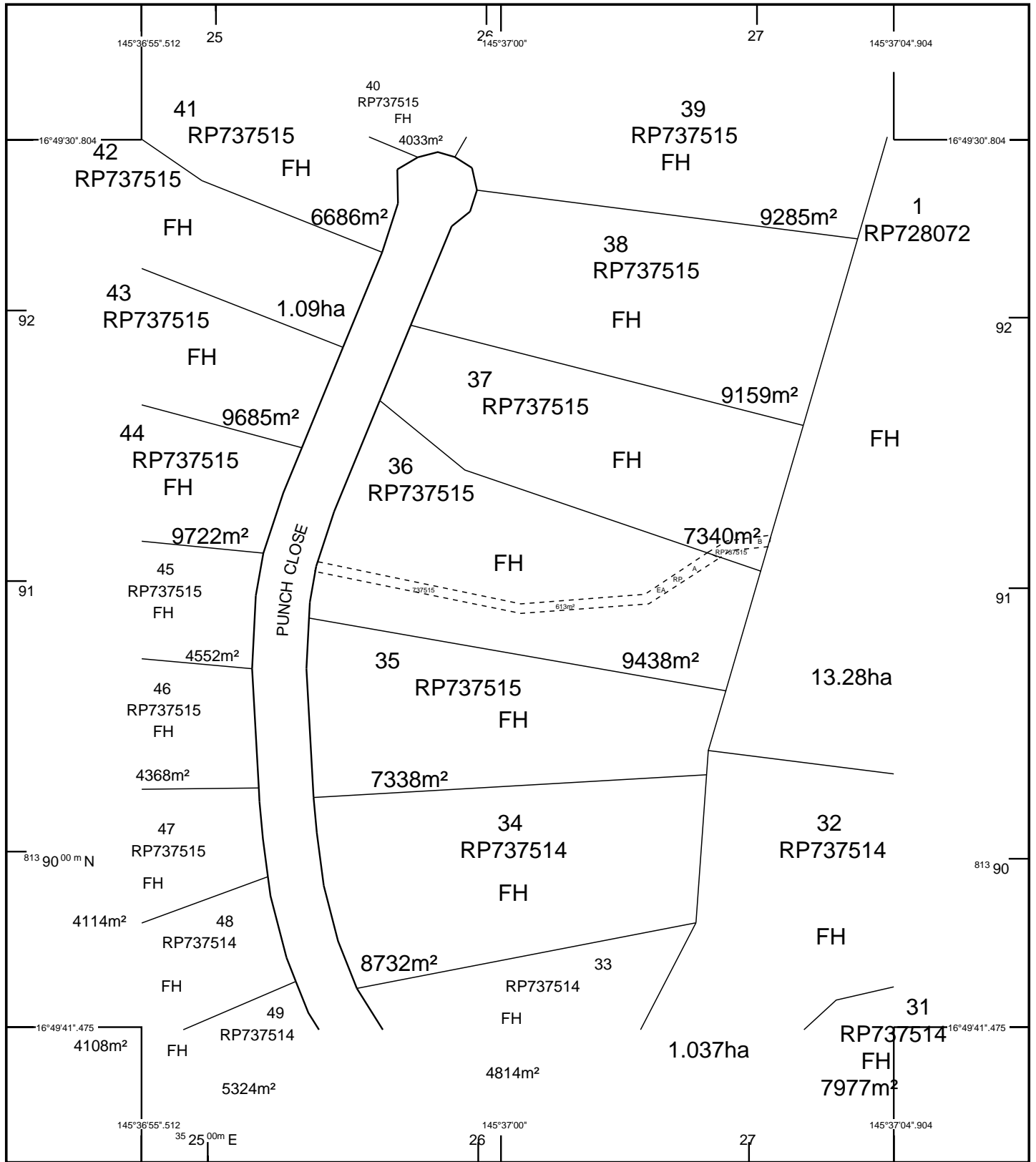
Based upon an extraction from the
Digital Cadastral Data Base



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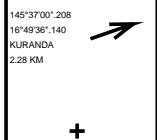




STANDARD MAP NUMBER
8064-34211



MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	
Lot/Plan	A/RP737515
Area/Volume	613m²
Tenure	EASEMENT
Local Government	MAREEBA SHIRE
Locality	KURANDA
Segment/Parcel	9215/715

CLIENT SERVICE STANDARDS

PRINTED 12/05/2025

DCDB 09/05/2025

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SmartMap

An External Product of
SmartMap Information Services

Based upon an extraction from the
Digital Cadastral Data Base



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DA Form 1 – Development application details

Approved form (version 1.6 effective 2 August 2024) made under section 282 of the Planning Act 2016.

This form **must** be used to make a development application **involving code assessment or impact assessment**, except when applying for development involving only building work.

For a development application involving **building work only**, use *DA Form 2 – Building work details*.

For a development application involving **building work associated with any other type of assessable development (i.e. material change of use, operational work or reconfiguring a lot)**, use this form (*DA Form 1*) and parts 4 to 6 of *DA Form 2 – Building work details*.

Unless stated otherwise, all parts of this form **must** be completed in full and all required supporting information **must** accompany the development application.

One or more additional pages may be attached as a schedule to this development application if there is insufficient space on the form to include all the necessary information.

This form and any other form relevant to the development application must be used to make a development application relating to strategic port land and Brisbane core port land under the *Transport Infrastructure Act 1994*, and airport land under the *Airport Assets (Restructuring and Disposal) Act 2008*. For the purpose of assessing a development application relating to strategic port land and Brisbane core port land, any reference to a planning scheme is taken to mean a land use plan for the strategic port land, Brisbane port land use plan for Brisbane core port land, or a land use plan for airport land.

Note: All terms used in this form have the meaning given under the Planning Act 2016, the Planning Regulation 2017, or the Development Assessment Rules (DA Rules).

PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	Sherry Burkitt and John Andrew Walta
Contact name (only applicable for companies)	
Postal address (P.O. Box or street address)	C/- Freshwater Planning Pty Ltd 17 Barronview Drive
Suburb	Freshwater
State	QLD
Postcode	4870
Country	Australia
Contact number	0402729004
Email address (non-mandatory)	FreshwaterPlanning@outlook.com
Mobile number (non-mandatory)	
Fax number (non-mandatory)	
Applicant's reference number(s) (if applicable)	F25/19
1.1) Home-based business	
<input type="checkbox"/> Personal details to remain private in accordance with section 264(6) of <i>Planning Act 2016</i>	

2) Owner's consent	
2.1) Is written consent of the owner required for this development application?	
<input type="checkbox"/> Yes – the written consent of the owner(s) is attached to this development application	
<input checked="" type="checkbox"/> No – proceed to 3)	

PART 2 – LOCATION DETAILS

3) Location of the premises (complete 3.1) or 3.2), and 3.3) as applicable)

Note: Provide details below and attach a site plan for any or all premises part of the development application. For further information, see [DA Forms Guide: Relevant plans](#).

3.1) Street address and lot on plan

- ☒ Street address **AND** lot on plan (all lots must be listed), **or**
☐ Street address **AND** lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).

a)	Unit No.	Street No.	Street Name and Type	Suburb
		7	Punch Close	Kuranda
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4881	36	RP737515	Mareeba Shire Council
b)	Unit No.	Street No.	Street Name and Type	Suburb
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)

3.2) Coordinates of premises (appropriate for development in remote areas, over part of a lot or in water not adjoining or adjacent to land e.g. channel dredging in Moreton Bay)

Note: Place each set of coordinates in a separate row.

- ☐ Coordinates of premises by longitude and latitude

Longitude(s)	Latitude(s)	Datum	Local Government Area(s) (if applicable)
		<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:	

- ☐ Coordinates of premises by easting and northing

Easting(s)	Northing(s)	Zone Ref.	Datum	Local Government Area(s) (if applicable)
		<input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56	<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:	

3.3) Additional premises

- ☐ Additional premises are relevant to this development application and the details of these premises have been attached in a schedule to this development application
☒ Not required

4) Identify any of the following that apply to the premises and provide any relevant details

<input checked="" type="checkbox"/> In or adjacent to a water body or watercourse or in or above an aquifer	
Name of water body, watercourse or aquifer:	Unnamed Creek
<input type="checkbox"/> On strategic port land under the <i>Transport Infrastructure Act 1994</i>	
Lot on plan description of strategic port land:	
Name of port authority for the lot:	
<input type="checkbox"/> In a tidal area	
Name of local government for the tidal area (if applicable):	
Name of port authority for tidal area (if applicable)	

<input type="checkbox"/> On airport land under the <i>Airport Assets (Restructuring and Disposal) Act 2008</i>
Name of airport: <input type="text"/>
<input type="checkbox"/> Listed on the Environmental Management Register (EMR) under the <i>Environmental Protection Act 1994</i>
EMR site identification: <input type="text"/>
<input type="checkbox"/> Listed on the Contaminated Land Register (CLR) under the <i>Environmental Protection Act 1994</i>
CLR site identification: <input type="text"/>

5) Are there any existing easements over the premises?

Note: Easement uses vary throughout Queensland and are to be identified correctly and accurately. For further information on easements and how they may affect the proposed development, see [DA Forms Guide](#).

- ☒ Yes – All easement locations, types and dimensions are included in plans submitted with this development application
- ☐ No

PART 3 – DEVELOPMENT DETAILS

Section 1 – Aspects of development

6.1) Provide details about the first development aspect

a) What is the type of development? *(tick only one box)*

- ☐ Material change of use ☒ Reconfiguring a lot ☐ Operational work ☐ Building work

b) What is the approval type? *(tick only one box)*

- ☒ Development permit ☐ Preliminary approval ☐ Preliminary approval that includes a variation approval

c) What is the level of assessment?

- ☒ Code assessment ☐ Impact assessment *(requires public notification)*

d) Provide a brief description of the proposal *(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):*

Reconfiguring a Lot – 1 Lot into 2 Lots and Access Easement

e) Relevant plans

Note: *Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms guide: Relevant plans](#).*

- ☒ Relevant plans of the proposed development are attached to the development application

6.2) Provide details about the second development aspect

a) What is the type of development? *(tick only one box)*

- ☐ Material change of use ☐ Reconfiguring a lot ☐ Operational work ☐ Building work

b) What is the approval type? *(tick only one box)*

- ☐ Development permit ☐ Preliminary approval ☐ Preliminary approval that includes a variation approval

c) What is the level of assessment?

- ☐ Code assessment ☐ Impact assessment *(requires public notification)*

d) Provide a brief description of the proposal *(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):*

e) Relevant plans

Note: *Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms Guide: Relevant plans](#).*

- ☐ Relevant plans of the proposed development are attached to the development application

6.3) Additional aspects of development

- ☐ Additional aspects of development are relevant to this development application and the details for these aspects that would be required under Part 3 Section 1 of this form have been attached to this development application
- ☒ Not required

6.4) Is the application for State facilitated development?

- ☐ Yes - Has a notice of declaration been given by the Minister?
- ☒ No

Section 2 – Further development details**7) Does the proposed development application involve any of the following?**

Material change of use	<input type="checkbox"/> Yes – complete division 1 if assessable against a local planning instrument
Reconfiguring a lot	<input checked="" type="checkbox"/> Yes – complete division 2
Operational work	<input type="checkbox"/> Yes – complete division 3
Building work	<input type="checkbox"/> Yes – complete <i>DA Form 2 – Building work details</i>

Division 1 – Material change of use

Note: This division is only required to be completed if any part of the development application involves a material change of use assessable against a local planning instrument.

8.1) Describe the proposed material change of use

Provide a general description of the proposed use	Provide the planning scheme definition (include each definition in a new row)	Number of dwelling units (if applicable)	Gross floor area (m ²) (if applicable)

8.2) Does the proposed use involve the use of existing buildings on the premises?

- ☐ Yes
- ☐ No

8.3) Does the proposed development relate to temporary accepted development under the Planning Regulation?

- ☐ Yes – provide details below or include details in a schedule to this development application
- ☐ No

Provide a general description of the temporary accepted development	Specify the stated period dates under the Planning Regulation

Division 2 – Reconfiguring a lot

Note: This division is only required to be completed if any part of the development application involves reconfiguring a lot.

9.1) What is the total number of existing lots making up the premises?

1

9.2) What is the nature of the lot reconfiguration? (tick all applicable boxes)

<input checked="" type="checkbox"/> Subdivision (complete 10)	<input type="checkbox"/> Dividing land into parts by agreement (complete 11)
<input type="checkbox"/> Boundary realignment (complete 12)	<input checked="" type="checkbox"/> Creating or changing an easement giving access to a lot from a constructed road (complete 13)



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Government**

10) Subdivision**10.1) For this development, how many lots are being created and what is the intended use of those lots:**

Intended use of lots created	Residential	Commercial	Industrial	Other, please specify:
				Rural Residential
Number of lots created				2

10.2) Will the subdivision be staged?☐ Yes – provide additional details below☒ No

How many stages will the works include?

What stage(s) will this development application apply to?

11) Dividing land into parts by agreement – how many parts are being created and what is the intended use of the parts?

Intended use of parts created	Residential	Commercial	Industrial	Other, please specify:
Number of parts created				

12) Boundary realignment**12.1) What are the current and proposed areas for each lot comprising the premises?**

Current lot		Proposed lot	
Lot on plan description	Area (m ²)	Lot on plan description	Area (m ²)

12.2) What is the reason for the boundary realignment?**13) What are the dimensions and nature of any existing easements being changed and/or any proposed easement?**
(attach schedule if there are more than two easements)

Existing or proposed?	Width (m)	Length (m)	Purpose of the easement? (e.g. pedestrian access)	Identify the land/lot(s) benefitted by the easement
Proposed	7.0 m	85 m	Access Easement	Proposed Lot 1

Division 3 – Operational work**Note:** This division is only required to be completed if any part of the development application involves operational work.**14.1) What is the nature of the operational work?**

- | | | |
|--|-------------------------------------|--|
| <input type="checkbox"/> Road work | <input type="checkbox"/> Stormwater | <input type="checkbox"/> Water infrastructure |
| <input type="checkbox"/> Drainage work | <input type="checkbox"/> Earthworks | <input type="checkbox"/> Sewage infrastructure |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Signage | <input type="checkbox"/> Clearing vegetation |
| <input type="checkbox"/> Other – please specify: _____ | | |

14.2) Is the operational work necessary to facilitate the creation of new lots? (e.g. subdivision)☐ Yes – specify number of new lots: _____☐ No

14.3) What is the monetary value of the proposed operational work? (include GST, materials and labour)

\$

PART 4 – ASSESSMENT MANAGER DETAILS

15) Identify the assessment manager(s) who will be assessing this development application

Mareeba Shire Council

16) Has the local government agreed to apply a superseded planning scheme for this development application?

- ☐ Yes – a copy of the decision notice is attached to this development application
- ☐ The local government is taken to have agreed to the superseded planning scheme request – relevant documents attached
- ☒ No

PART 5 – REFERRAL DETAILS

17) Does this development application include any aspects that have any referral requirements?

Note: A development application will require referral if prescribed by the Planning Regulation 2017.

- ☒ No, there are no referral requirements relevant to any development aspects identified in this development application – proceed to Part 6

Matters requiring referral to the **Chief Executive of the Planning Act 2016:**

- ☐ Clearing native vegetation
- ☐ Contaminated land (*unexploded ordnance*)
- ☐ Environmentally relevant activities (ERA) (*only if the ERA has not been devolved to a local government*)
- ☐ Fisheries – aquaculture
- ☐ Fisheries – declared fish habitat area
- ☐ Fisheries – marine plants
- ☐ Fisheries – waterway barrier works
- ☐ Hazardous chemical facilities
- ☐ Heritage places – Queensland heritage place (*on or near a Queensland heritage place*)
- ☐ Infrastructure-related referrals – designated premises
- ☐ Infrastructure-related referrals – state transport infrastructure
- ☐ Infrastructure-related referrals – State transport corridor and future State transport corridor
- ☐ Infrastructure-related referrals – State-controlled transport tunnels and future state-controlled transport tunnels
- ☐ Infrastructure-related referrals – near a state-controlled road intersection
- ☐ Koala habitat in SEQ region – interfering with koala habitat in koala habitat areas outside koala priority areas
- ☐ Koala habitat in SEQ region – key resource areas
- ☐ Ports – Brisbane core port land – near a State transport corridor or future State transport corridor
- ☐ Ports – Brisbane core port land – environmentally relevant activity (ERA)
- ☐ Ports – Brisbane core port land – tidal works or work in a coastal management district
- ☐ Ports – Brisbane core port land – hazardous chemical facility
- ☐ Ports – Brisbane core port land – taking or interfering with water
- ☐ Ports – Brisbane core port land – referable dams
- ☐ Ports – Brisbane core port land – fisheries
- ☐ Ports – Land within Port of Brisbane's port limits (*below high-water mark*)
- ☐ SEQ development area
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – tourist activity or sport and recreation activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – community activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – indoor recreation
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – urban activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – combined use
- ☐ SEQ northern inter-urban break – tourist activity or sport and recreation activity



Queensland
Government

- ☐ SEQ northern inter-urban break – community activity
- ☐ SEQ northern inter-urban break – indoor recreation
- ☐ SEQ northern inter-urban break – urban activity
- ☐ SEQ northern inter-urban break – combined use
- ☐ Tidal works or works in a coastal management district
- ☐ Reconfiguring a lot in a coastal management district or for a canal
- ☐ Erosion prone area in a coastal management district
- ☐ Urban design
- ☐ Water-related development – taking or interfering with water
- ☐ Water-related development – removing quarry material *(from a watercourse or lake)*
- ☐ Water-related development – referable dams
- ☐ Water-related development – levees *(category 3 levees only)*
- ☐ Wetland protection area

Matters requiring referral to the **local government**:

- ☐ Airport land
- ☐ Environmentally relevant activities (ERA) *(only if the ERA has been devolved to local government)*
- ☐ Heritage places – Local heritage places

Matters requiring referral to the **Chief Executive of the distribution entity or transmission entity**:

- ☐ Infrastructure-related referrals – Electricity infrastructure

Matters requiring referral to:

- The **Chief Executive of the holder of the licence**, if not an individual
- The **holder of the licence**, if the holder of the licence is an individual
- ☐ Infrastructure-related referrals – Oil and gas infrastructure

Matters requiring referral to the **Brisbane City Council**:

- ☐ Ports – Brisbane core port land

Matters requiring referral to the **Minister responsible for administering the *Transport Infrastructure Act 1994***:

- ☐ Ports – Brisbane core port land *(where inconsistent with the Brisbane port LUP for transport reasons)*
- ☐ Ports – Strategic port land

Matters requiring referral to the **relevant port operator**, if applicant is not port operator:

- ☐ Ports – Land within Port of Brisbane's port limits *(below high-water mark)*

Matters requiring referral to the **Chief Executive of the relevant port authority**:

- ☐ Ports – Land within limits of another port *(below high-water mark)*

Matters requiring referral to the **Gold Coast Waterways Authority**:

- ☐ Tidal works or work in a coastal management district *(in Gold Coast waters)*

Matters requiring referral to the **Queensland Fire and Emergency Service**:

- ☐ Tidal works or work in a coastal management district *(involving a marina (more than six vessel berths))*

18) Has any referral agency provided a referral response for this development application?

- ☐ Yes – referral response(s) received and listed below are attached to this development application
- ☒ No

Referral requirement	Referral agency	Date of referral response

Identify and describe any changes made to the proposed development application that was the subject of the referral response and this development application, or include details in a schedule to this development application *(if applicable)*.

PART 6 – INFORMATION REQUEST

19) Information request under the DA Rules

☒ I agree to receive an information request if determined necessary for this development application

☐ I do not agree to accept an information request for this development application

Note: By not agreeing to accept an information request I, the applicant, acknowledge:

- that this development application will be assessed and decided based on the information provided when making this development application and the assessment manager and any referral agencies relevant to the development application are not obligated under the DA Rules to accept any additional information provided by the applicant for the development application unless agreed to by the relevant parties
- Part 3 under Chapter 1 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules or
- Part 2 under Chapter 2 of the DA Rules will still apply if the application is for state facilitated development

Further advice about information requests is contained in the [DA Forms Guide](#).

PART 7 – FURTHER DETAILS

20) Are there any associated development applications or current approvals? (e.g. a preliminary approval)

☐ Yes – provide details below or include details in a schedule to this development application

☒ No

List of approval/development application references	Reference number	Date	Assessment manager
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			

21) Has the portable long service leave levy been paid? (only applicable to development applications involving building work or operational work)

☐ Yes – a copy of the receipted QLeave form is attached to this development application

☐ No – I, the applicant will provide evidence that the portable long service leave levy has been paid before the assessment manager decides the development application. I acknowledge that the assessment manager may give a development approval only if I provide evidence that the portable long service leave levy has been paid

☒ Not applicable (e.g. building and construction work is less than \$150,000 excluding GST)

Amount paid	Date paid (dd/mm/yy)	QLeave levy number (A, B or E)
\$		

22) Is this development application in response to a show cause notice or required as a result of an enforcement notice?

☐ Yes – show cause or enforcement notice is attached

☒ No

23) Further legislative requirements

Environmentally relevant activities

23.1) Is this development application also taken to be an application for an environmental authority for an **Environmentally Relevant Activity (ERA)** under section 115 of the *Environmental Protection Act 1994*?

- ☐ Yes – the required attachment (form ESR/2015/1791) for an application for an environmental authority accompanies this development application, and details are provided in the table below
- ☒ No

Note: Application for an environmental authority can be found by searching “ESR/2015/1791” as a search term at www.qld.gov.au. An ERA requires an environmental authority to operate. See www.business.qld.gov.au for further information.

Proposed ERA number:		Proposed ERA threshold:	
Proposed ERA name:			

- ☐ Multiple ERAs are applicable to this development application and the details have been attached in a schedule to this development application.

Hazardous chemical facilities

23.2) Is this development application for a **hazardous chemical facility**?

- ☐ Yes – Form 536: Notification of a facility exceeding 10% of schedule 15 threshold is attached to this development application
- ☒ No

Note: See www.business.qld.gov.au for further information about hazardous chemical notifications.

Clearing native vegetation

23.3) Does this development application involve **clearing native vegetation** that requires written confirmation that the chief executive of the *Vegetation Management Act 1999* is satisfied the clearing is for a relevant purpose under section 22A of the *Vegetation Management Act 1999*?

- ☐ Yes – this development application includes written confirmation from the chief executive of the *Vegetation Management Act 1999* (s22A determination)
- ☒ No

Note: 1. Where a development application for operational work or material change of use requires a s22A determination and this is not included, the development application is prohibited development.
2. See <https://www.qld.gov.au/environment/land/vegetation/applying> for further information on how to obtain a s22A determination.

Environmental offsets

23.4) Is this development application taken to be a prescribed activity that may have a significant residual impact on a **prescribed environmental matter** under the *Environmental Offsets Act 2014*?

- ☐ Yes – I acknowledge that an environmental offset must be provided for any prescribed activity assessed as having a significant residual impact on a prescribed environmental matter
- ☒ No

Note: The environmental offset section of the Queensland Government's website can be accessed at www.qld.gov.au for further information on environmental offsets.

Koala habitat in SEQ Region

23.5) Does this development application involve a material change of use, reconfiguring a lot or operational work which is assessable development under Schedule 10, Part 10 of the Planning Regulation 2017?

- ☐ Yes – the development application involves premises in the koala habitat area in the koala priority area
- ☐ Yes – the development application involves premises in the koala habitat area outside the koala priority area
- ☒ No

Note: If a koala habitat area determination has been obtained for this premises and is current over the land, it should be provided as part of this development application. See koala habitat area guidance materials at www.desi.qld.gov.au for further information.

Water resources

23.6) Does this development application involve **taking or interfering with underground water through an artesian or subartesian bore, taking or interfering with water in a watercourse, lake or spring, or taking overland flow water under the *Water Act 2000***?

☐ Yes – the relevant template is completed and attached to this development application and I acknowledge that a relevant authorisation or licence under the *Water Act 2000* may be required prior to commencing development

☒ No

Note: Contact the Department of Resources at www.resources.qld.gov.au for further information.

DA templates are available from planning.statedevelopment.qld.gov.au. If the development application involves:

- Taking or interfering with underground water through an artesian or subartesian bore: complete DA Form 1 Template 1
- Taking or interfering with water in a watercourse, lake or spring: complete DA Form 1 Template 2
- Taking overland flow water: complete DA Form 1 Template 3.

Waterway barrier works

23.7) Does this application involve **waterway barrier works**?

☐ Yes – the relevant template is completed and attached to this development application

☒ No

DA templates are available from planning.statedevelopment.qld.gov.au. For a development application involving waterway barrier works, complete DA Form 1 Template 4.

Marine activities

23.8) Does this development application involve **aquaculture, works within a declared fish habitat area or removal, disturbance or destruction of marine plants**?

☐ Yes – an associated resource allocation authority is attached to this development application, if required under the *Fisheries Act 1994*

☒ No

Note: See guidance materials at www.daf.qld.gov.au for further information.

Quarry materials from a watercourse or lake

23.9) Does this development application involve the **removal of quarry materials from a watercourse or lake** under the *Water Act 2000*?

☐ Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development

☒ No

Note: Contact the Department of Resources at www.resources.qld.gov.au and www.business.qld.gov.au for further information.

Quarry materials from land under tidal waters

23.10) Does this development application involve the **removal of quarry materials from land under tidal water** under the *Coastal Protection and Management Act 1995*?

☐ Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development

☒ No

Note: Contact the Department of Environment, Science and Innovation at www.desi.qld.gov.au for further information.

Referable dams

23.11) Does this development application involve a **referable dam** required to be failure impact assessed under section 343 of the *Water Supply (Safety and Reliability) Act 2008* (the *Water Supply Act*)?

☐ Yes – the 'Notice Accepting a Failure Impact Assessment' from the chief executive administering the *Water Supply Act* is attached to this development application

☒ No

Note: See guidance materials at www.resources.qld.gov.au for further information.

Tidal work or development within a coastal management district

23.12) Does this development application involve **tidal work or development in a coastal management district**?

- ☐ Yes – the following is included with this development application:
- ☐ Evidence the proposal meets the code for assessable development that is prescribed tidal work (*only required if application involves prescribed tidal work*)
 - ☐ A certificate of title

☒ No

Note: See guidance materials at www.desi.qld.gov.au for further information.

Queensland and local heritage places

23.13) Does this development application propose development on or adjoining a place entered in the **Queensland heritage register** or on a place entered in a local government's **Local Heritage Register**?

☐ Yes – details of the heritage place are provided in the table below

☒ No

Note: See guidance materials at www.desi.qld.gov.au for information requirements regarding development of Queensland heritage places. For a heritage place that has cultural heritage significance as a local heritage place and a Queensland heritage place, provisions are in place under the Planning Act 2016 that limit a local categorising instrument from including an assessment benchmark about the effect or impact of, development on the stated cultural heritage significance of that place. See guidance materials at www.planning.statedevelopment.qld.gov.au for information regarding assessment of Queensland heritage places.

Name of the heritage place:		Place ID:	
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Decision under section 62 of the Transport Infrastructure Act 1994

23.14) Does this development application involve new or changed access to a state-controlled road?

- ☐ Yes – this application will be taken to be an application for a decision under section 62 of the *Transport Infrastructure Act 1994* (subject to the conditions in section 75 of the *Transport Infrastructure Act 1994* being satisfied)

☒ No

Walkable neighbourhoods assessment benchmarks under Schedule 12A of the Planning Regulation

23.15) Does this development application involve reconfiguring a lot into 2 or more lots in certain residential zones (except rural residential zones), where at least one road is created or extended?

- ☐ Yes – Schedule 12A is applicable to the development application and the assessment benchmarks contained in schedule 12A have been considered

☒ No

Note: See guidance materials at www.planning.statedevelopment.qld.gov.au for further information.

PART 8 – CHECKLIST AND APPLICANT DECLARATION

24) Development application checklist

I have identified the assessment manager in question 15 and all relevant referral requirement(s) in question 17	<input checked="" type="checkbox"/> Yes
Note: See the Planning Regulation 2017 for referral requirements	
If building work is associated with the proposed development, Parts 4 to 6 of DA Form 2 – Building work details have been completed and attached to this development application	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not applicable
Supporting information addressing any applicable assessment benchmarks is with the development application	<input checked="" type="checkbox"/> Yes
Note: This is a mandatory requirement and includes any relevant templates under question 23, a planning report and any technical reports required by the relevant categorising instruments (e.g. local government planning schemes, State Planning Policy, State Development Assessment Provisions). For further information, see DA Forms Guide: Planning Report Template .	
Relevant plans of the development are attached to this development application	<input checked="" type="checkbox"/> Yes
Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see DA Forms Guide: Relevant plans .	
The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (see 21)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not applicable

25) Applicant declaration

- ☒ By making this development application, I declare that all information in this development application is true and correct
- ☒ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the assessment manager and any referral agency for the development application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001*

Note: It is unlawful to intentionally provide false or misleading information.

Privacy – Personal information collected in this form will be used by the assessment manager and/or chosen assessment manager, any relevant referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the development application. All information relating to this development application may be available for inspection and purchase, and/or published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, Planning Regulation 2017 and the DA Rules except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the Planning Regulation 2017, and the access rules made under the *Planning Act 2016* and Planning Regulation 2017; or
- required by other legislation (including the *Right to Information Act 2009*); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

PART 9 – FOR COMPLETION OF THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY

Date received: Reference number(s):

Notification of engagement of alternative assessment manager

Prescribed assessment manager	
Name of chosen assessment manager	
Date chosen assessment manager engaged	
Contact number of chosen assessment manager	
Relevant licence number(s) of chosen assessment manager	

QLeave notification and payment

Note: For completion by assessment manager if applicable

Description of the work	
QLeave project number	
Amount paid (\$)	Date paid (dd/mm/yy)
Date receipted form sighted by assessment manager	
Name of officer who sighted the form	