



3rd September 2025

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

Attention: Planning and Building Department

Via email:

Dear Sir/Madam,

Re: Town Planning Assessment Letter

Application for a Material Change of Use for a Community Use and Indoor Sport & Recreation Use over land at 68-70 Constance Street, Mareeba QLD 4880, formerly described as Lots 16 and 17 M35636

This application is made on behalf of PCYC Queensland for a **Code Assessable Material Change of Use – Community Use and Indoor Sport & Recreation Use** over land described as Lots 16 & 17 M35636, located as 68-70 Constance Street, Mareeba.

The land is owned by Mareeba Shire Council.

The application documents comprise the following:

- Architectural Plans Prepared by Tait Morton Architects.
- Relevant DA Forms; and
- This Town planning assessment letter

The Site

The application site comprises two adjoining lots, being Lots 16 & 17 M35636, located at 68-70 Constance Street, Mareeba.

Lot 16 – 1019.78sqm

Lot 17 – 1019.13sqm

The site is regularly shaped, is currently vacant and flat, with a total area of 2038.91m². An aerial image of the site is provided in **Figure 1** below.



Figure 1: Aerial image of the site (Source: Nearmap 2025)

Surrounding Area

The site is surrounded a range of complementary community uses, including a Theatre company to the south, parklands to the north, and a Skate Park to the immediate west. To the north west of the site is a Police Station, with the Council offices located further to the south west. Across the road to the east is a Child Care Centre (that also caters for Outside School Hours Care) and a Catholic Primary School.

Proposed Development

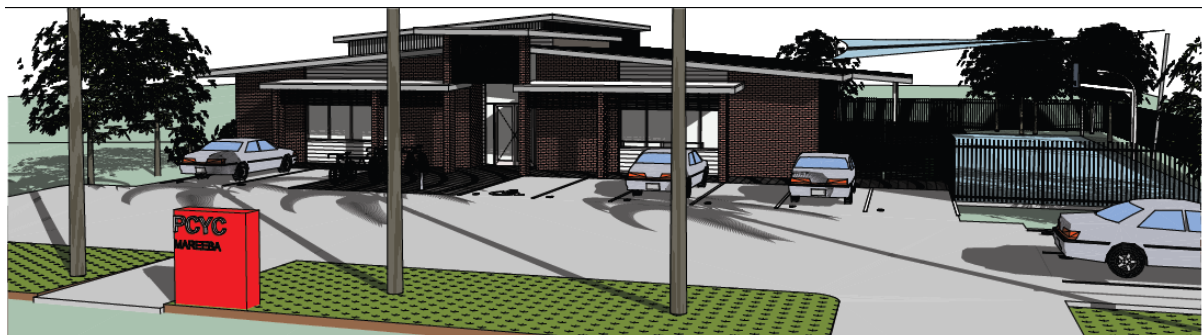
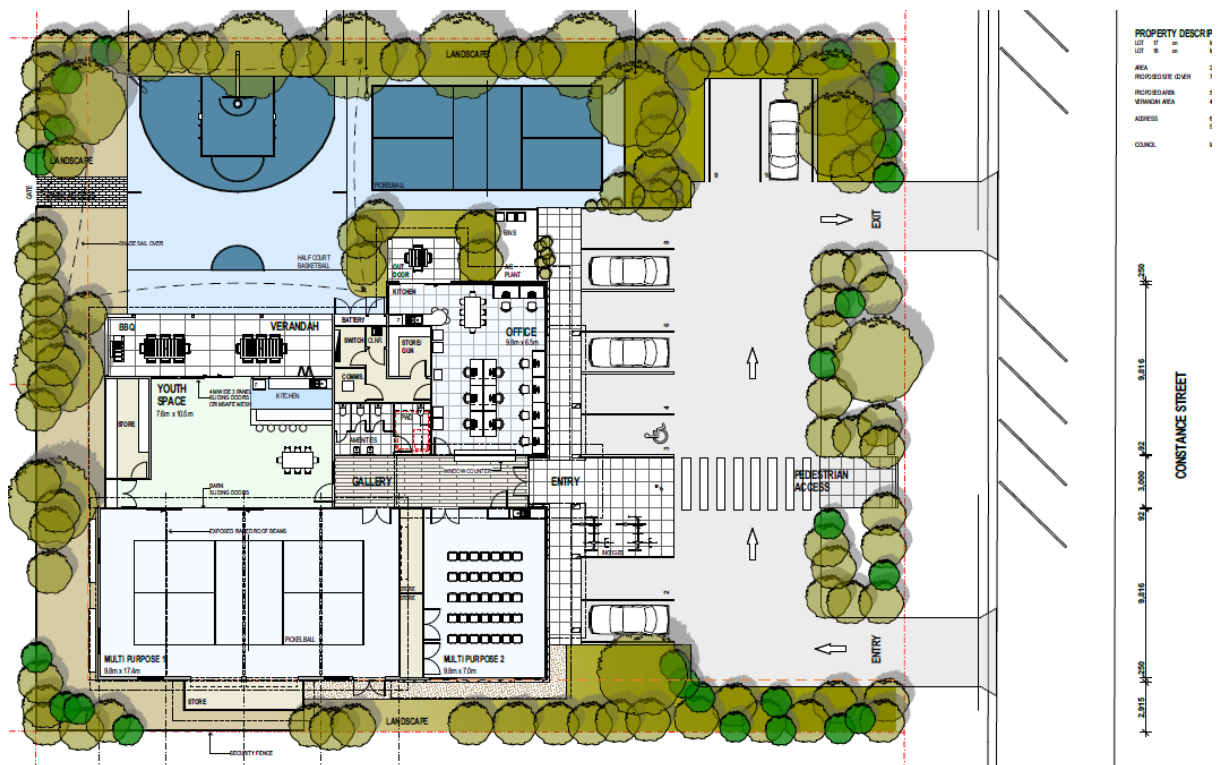
The proposal is for the establishment of a Police Citizens Youth Club (PCYC), comprising a Community run facility with two Multi-purpose rooms (one capable of accommodating a Pickleball court), a Youth Space, Offices, along with on outdoor Half Court Basketball Court and Outdoor Pickleball Court. The facility will act as a Social Club of sorts, with a Youth focus, with Youth Support Officers who will be appointed to help young people re-engage with education, training, and community services.

The outdoor Pickleball and Basketball Courts are intended to be used by those attending the community facility only, and as such these are considered ancillary to the main use being Community Use and Indoor Sport & Recreation Use.

Design and Layout

The proposed layout shows a one-way driveway, with one vehicle entry and a separate vehicle exit, both to Constance Street. A total of 10 parking spaces are provided on site, including 1 PWD space adjoining the entrance. The total GFA is 531m².

Pedestrian and cyclist connectivity is provided through a footpath connection to the frontage and also one to the rear to obtain access tot the Park/Skate Park. Bicycle parking spaces are also provided for at the entry to the building.



Site Services

Water and sewer services will all be obtained from the street, and stormwater from the site will be discharged into the existing network in Constance Street.

Parking

The higher order Plan of Development requires parking for the uses as follows:

- *Community Facility Uses* Minimum of 5 spaces per use or one space per 50m² or part thereof of GFA, whichever is greater.
- *Indoor Sport and Recreation Uses* to be provided as "As determined by Council"

There are 10 spaces proposed on site, along with an additional 20+ angled parking spaces available at the frontage of the site on Constance Street. Apart from staff, a large proportion of the clientele visiting this site will be Youths, and as such many will arrive on foot or by bicycle, such that additional on-site spaces are not required.

Statutory Framework

Far North Queensland Regional Plan

The site is located within the '**Urban Footprint**' Regional Land Use Category of the *Far North Queensland Regional Plan 2009-2031*. The Minister has identified that the planning scheme, specifically the Strategic Framework, appropriately advances the FNQRP 2009-2031. Hence, compliance with the FNQRP is demonstrated through the compliance with the Planning Scheme (refer below).

Referrals and State Development Assessment Provisions

In relation to the current State Governmental Mapping, the site is Not Mapped as containing Remnant Vegetation, Regrowth Vegetation and Essential Habitat nor is the site designated as including a Referable Wetland or Wetland Protection Area. The site is not located within 25 metres of a State Controlled Road nor within 25 metres of an Active Railway Corridor. It is considered that the proposal does not require Referral to any State Agencies.

Mareeba Shire Council Planning Scheme 2016 - Major Amendment No. 1 of 2023

Land Use Definition

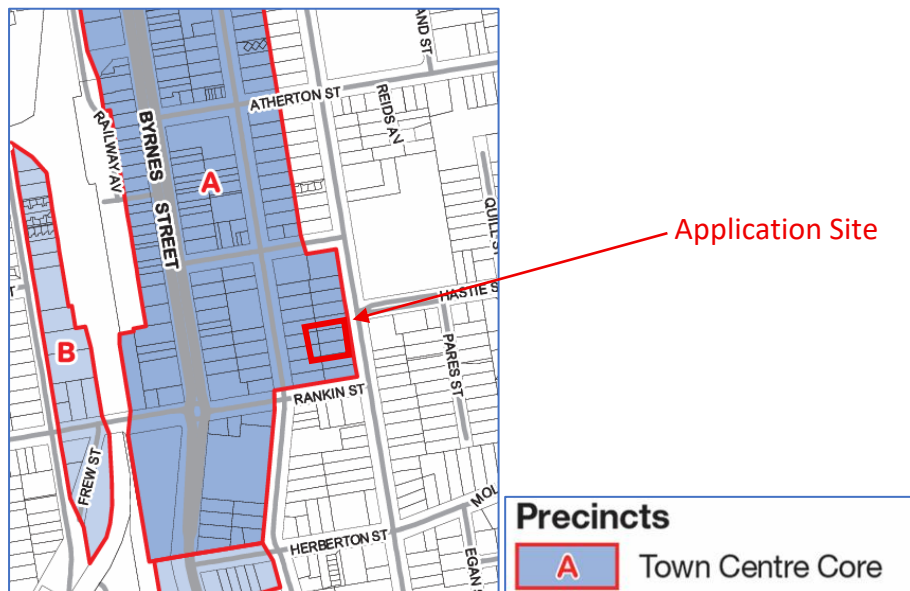
The proposed development is defined under the Planning Scheme as:

Community Use – Premises used for providing artistic, social or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink.

Indoor Sport & Recreation Use - Premises used for leisure, sport or recreation conducted wholly or mainly indoors.

Applicable Zone & Overlays

The site is located within the Centre Zone and Mareeba Local Plan - Town Centre Core Precinct of the *Mareeba Shire Council Planning Scheme 2016 - Major Amendment No. 1 of 2023* (Planning Scheme), where the proposed development triggers the need for a **Code Assessable** development application to be lodged and approved by Council.



The proposed uses are all Code Assessable, with the following Planning Scheme Codes being of relevance:

- Centre zone code
- Community activities code
- Sport and Recreation activities code
- Landscaping code
- Parking and access code
- Works, services and infrastructure code

A detailed assessment against the above Codes has been undertaken and is included in **Attachment 1** to this letter. The proposal meets all the requirements of the above relevant codes.

Conclusion

This Town Planning Letter supports a development application made by PCYC Queensland who seek development approval from Mareeba Shire Council to support the establishment of a new PCYC Facility at 68-70 Constance Street, Mareeba, more formally described as Lots 16 and 17 M35636. Accordingly, this development application has sought the following development approval from Council:

- **Development Permit for a Material Change of Use (Community Use and Indoor Sport and Recreation Use)**

This report has described the proposed development, identified the applicable statutory and legislative requirements of Mareeba Shire Council under their Planning Scheme, the Mareeba Shire Council Planning Scheme 2016 - Major Amendment No. 1 of 2023, as well as those at the State level under the Planning Act 2016, Planning Regulation 2017, State Planning Policy 2017 as well as all other, relevant State legislation and requirements, and in doing so, demonstrated the suitability of the proposed development, and its compliance with all relevant Codes, be it through the Performance Outcomes or the acceptable alternatives.

Please do not hesitate in contacting me on 0400 888 081 should you have any further questions.

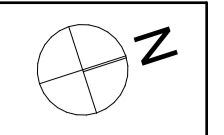
Yours sincerely,



Kate Evans
Director

Enc.

Attachment 1: Code Compliance Tables



PROPERTY DESCRIPTION

LOT 17 on M35636	
LOT 16 on M35636	
AREA	2000m ²
PROPOSED SITE COVER	701m ²
PROPOSED AREA	531m ²
VERANDAH AREA	47m ²
ADDRESS	68 - 70 CONSTANCE STREET, MAREEBA
COUNCIL	MAREEBA COUNCIL



SITE PLAN LINE TYPES

	BOUNDARY
	MAJOR CONTOUR
	MINOR CONTOUR
	KERB LINE
	FENCE LINE
	SETBACK
	NEIGHBOURING BUILDINGS
	LANDSCAPING HATCH
	ROOF COVERAGE

SERVICE LINE TYPES

	DATA / NBN
	GAS LINE
	SEWER LINE
	STORM WATER
	WATER LINE
	OVERHEAD ELECTRICAL
	ELECTRICAL SUPPLY

Mareeba Skate Park

PCYC Mareeba

CONSTANCE STREET

CONSTANCE STREET

EXISTING PALM TREES

EXISTING CONCRETE POST & RAIL FENCE

EXIT

ENTRY

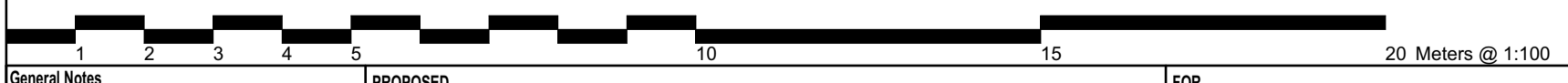
GATE

21,200

25,992

1

Site Plan - New Works
SCALE AT A1 - 1:200



General Notes
The Builder shall check all dimensions and levels on site prior to construction.
Notify any errors, discrepancies or omissions to the architect.
Drawings shall not be used for construction purposes until issued for construction.
Do not scale drawings.
© TAIT MORTON JOHNSTON pty ltd

PROPOSED	FOR
PCYC MAREEBA	PCYC Queensland
AT	
68 - 70 CONSTANCE STREET MAREEBA 4880 QLD	

RevID	Transmittal Set Name	Date	RevID	Transmittal Set Name	Date
SK01	Concept Design	23/8/2025			
SK02	Concept Design - Area Reduction	23/8/2025			
SK03	DESIGN REVIEW	3/7/2025			
SK04	Preliminary	10/7/2025			
DA01	DA	1/9/2025			

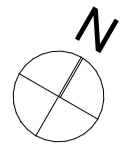
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Site Plan - New Works



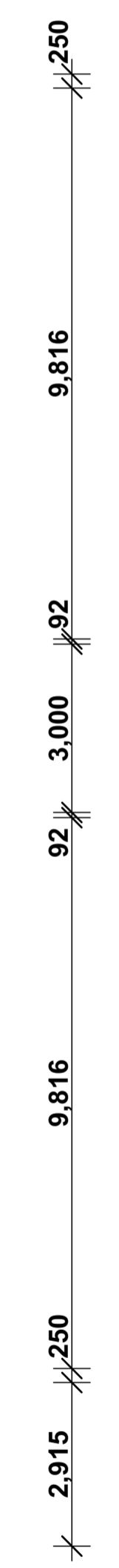
Tait Morton Johnston pty ltd
ARCHITECTS
P (07)3202 4400
E admin@tmjarchitects.com.au
A 13 Warwick Road, Ipswich, Q

ISSUE	DA	DRAWN BY:	CP	CHECKED BY:	PJ	SHEET	A1
DRAWING NUMBER	A03	REVISION	DA01	JOB NUMBER	1578		
		Plot Date:					19/2/25



PROPERTY DESCRIPTION

LOT 17 on	M35636
LOT 16 on	M35636
AREA	2000m ²
PROPOSED SITE COVER	701m ²
PROPOSED AREA	531m ²
VERANDAH AREA	47m ²
ADDRESS	68 - 70 CONSTANCE STREET, MAREEBA
COUNCIL	MAREEBA COUNCIL



CONSTANCE STREET

1 - Ground Floor
SCALE AT A1 - 1:100

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PROPOSED
PCYC MAREEBA
AT
68 - 70 CONSTANCE STREET MAREEBA 4880 QLD

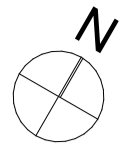
FOR
PCYC Queensland

RevID	Transmittal Set Name	Date	RevID	Transmittal Set Name	Date
SK01	Concept Design	23/8/2025			
SK02	Concept Design - Area Reduction	23/8/2025			
SK03	DESIGN REVIEW	3/7/2025			
SK04	Preliminary	10/7/2025			
DA01	DA	1/9/2025			

DRAWING TITLE:
Ground Floor

imj architects
Tait Morton Johnston pty ltd
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P (07)3202 4400
E admin@tmjarchitects.com.au
A 13 Warwick Road, Ipswich, Q

ISSUE DA	DRAWN BY: CP	CHECKED BY: PJ	SHEET A1
DRAWING NUMBER A100	REVISION DA01	JOB NUMBER 1578	Plot Date: 15/2/25



PROPERTY DESCRIPTION

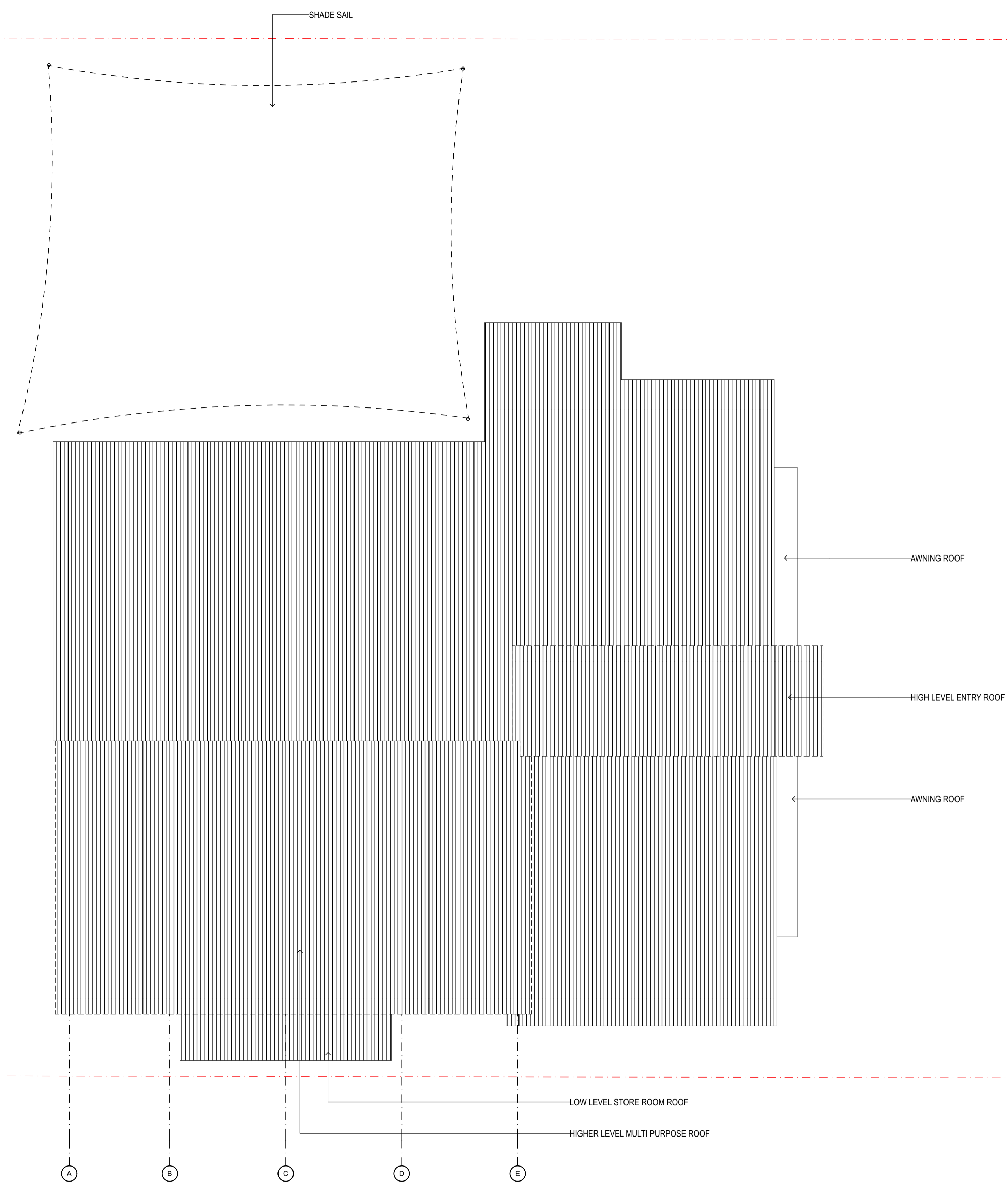
LOT 17 on M35636
 LOT 16 on M35636

AREA 2000m²
 PROPOSED SITE COVER 701m²

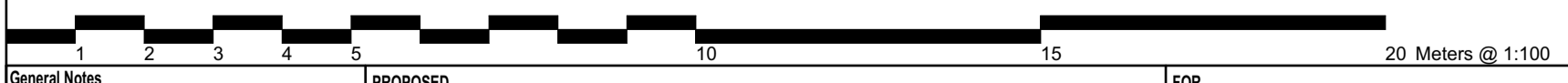
PROPOSED AREA 531m²
 VERANDAH AREA 47m²

ADDRESS 68 - 70 CONSTANCE STREET, MAREEBA

COUNCIL MAREEBA COUNCIL



1
-
Roof
SCALE AT A1 - 1:100



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PROPOSED
PCYC MAREEBA
 AT
 68 - 70 CONSTANCE STREET MAREEBA 4880 QLD

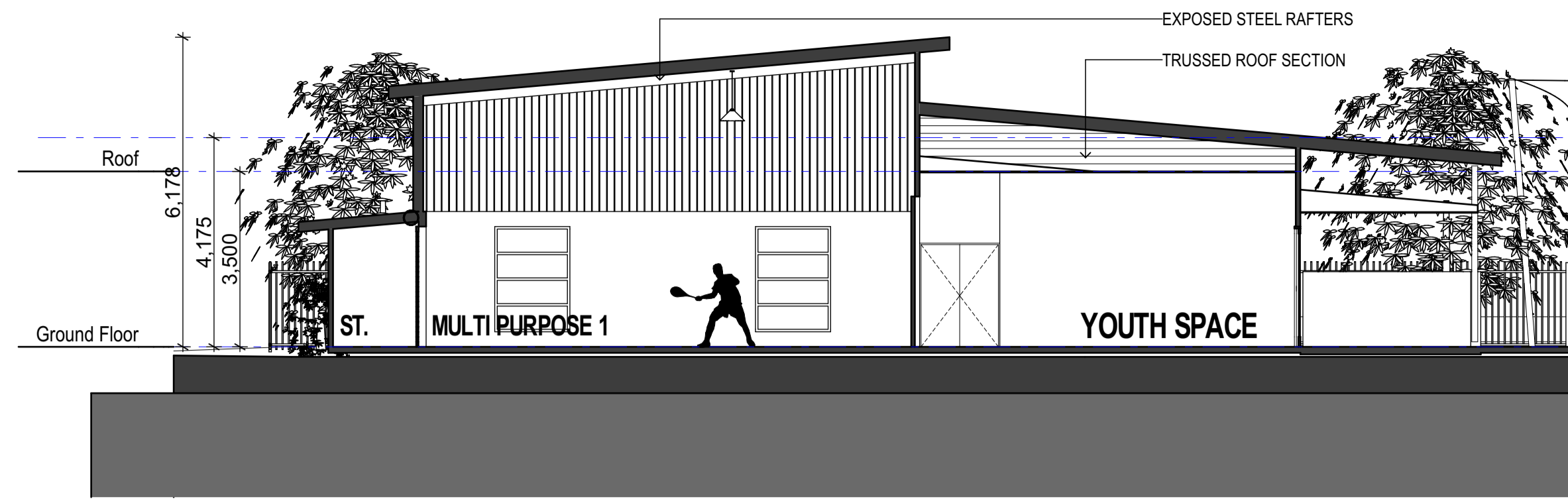
FOR
 PCYC Queensland

RevID	Transmittal Set Name	Date	RevID	Transmittal Set Name	Date
SK03	DESIGN REVIEW	3/7/2025			
SK04	Preliminary	10/7/2025			
DA01	DA	1/9/2025			

DRAWING TITLE:
Roof Plan

Tait Morton Johnston pty ltd
ARCHITECTS
 P (07)3202 4400
 E admin@tmjarchitects.com.au
 A 13 Warwick Road, Ipswich, Q

ISSUE	DRAWING NUMBER	REVISION	JOB NUMBER	DRAWN BY :	CHECKED BY :	SHEET
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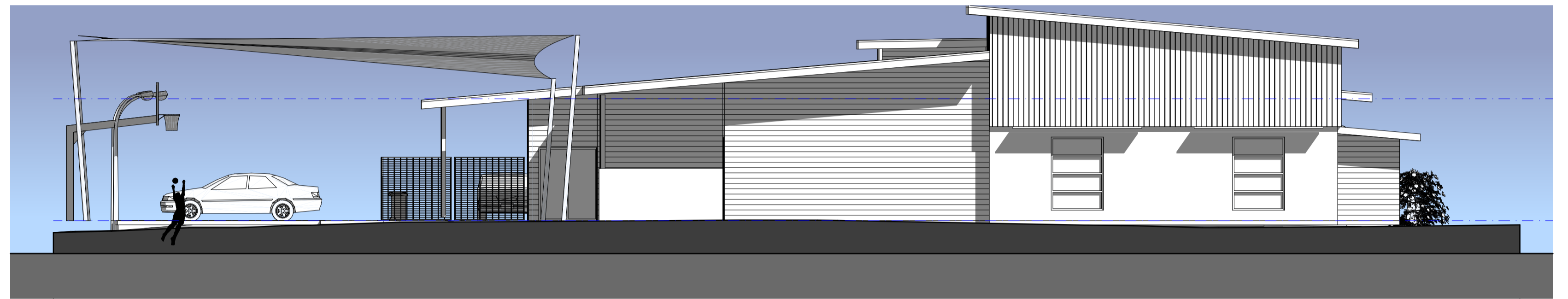
S-01

Section 1
SCALE AT A1 - 1:100



N

North (Constance st) Elevation
SCALE AT A1 - 1:100



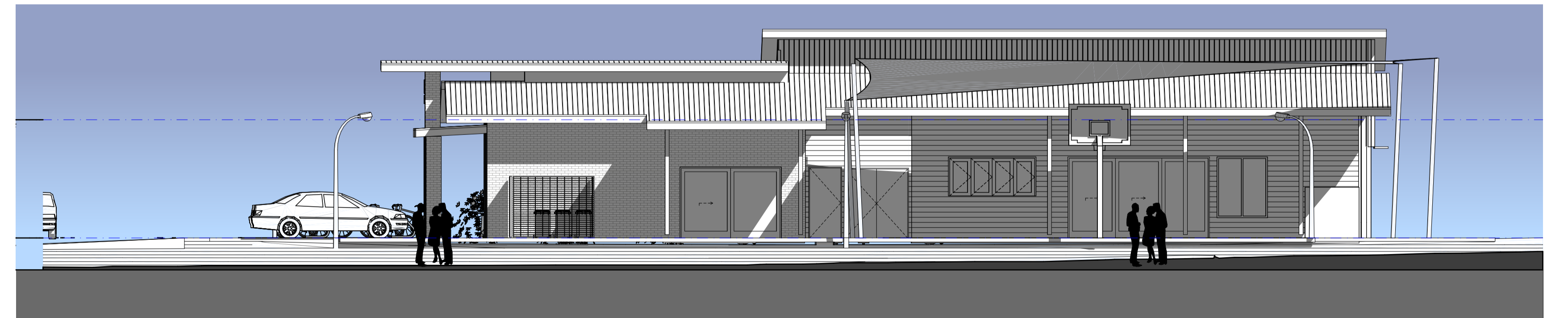
S

South Elevation
SCALE AT A1 - 1:100



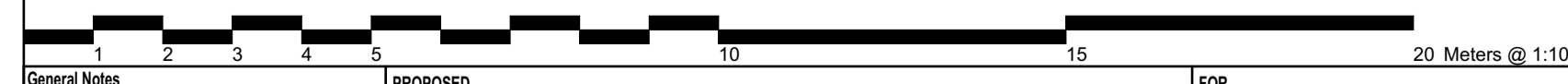
E

East Elevation
SCALE AT A1 - 1:100



W

West Elevation
SCALE AT A1 - 1:100



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PROPOSED
PCYC MAREEBA
AT
68 - 70 CONSTANCE STREET MAREEBA 4880 QLD

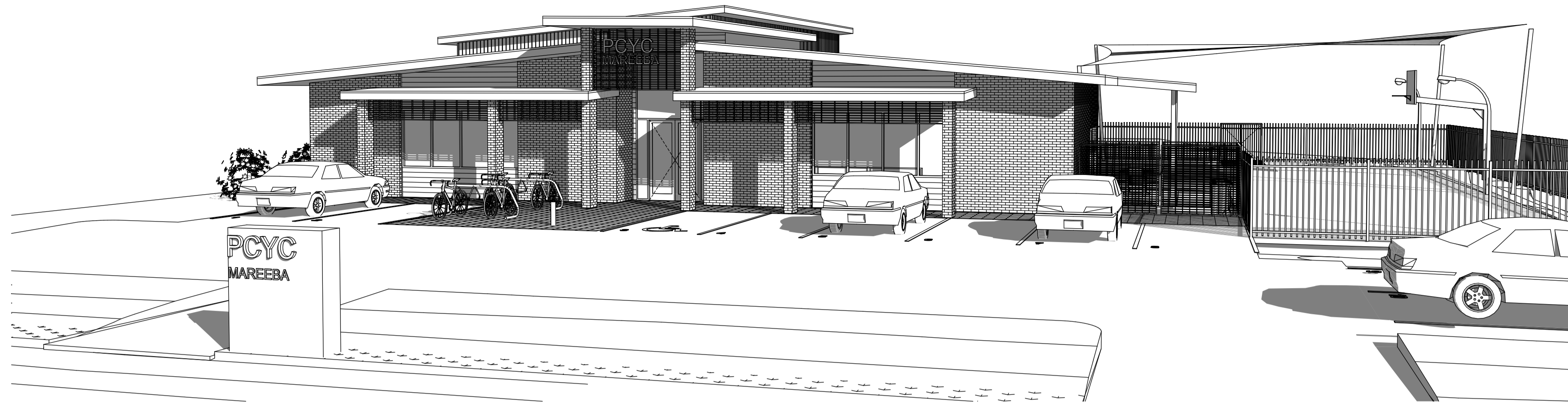
FOR
PCYC Queensland

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SK01	Concept Design	23/8/2025			
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SK03	DESIGN REVIEW	3/7/2025			
SK04	Preliminary	10/7/2025			
DA01	DA	1/9/2025			

DRAWING TITLE:
Elevations & Section

img architects
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P (07)3202 4400
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A 13 Warwick Road, Ipswich, Q

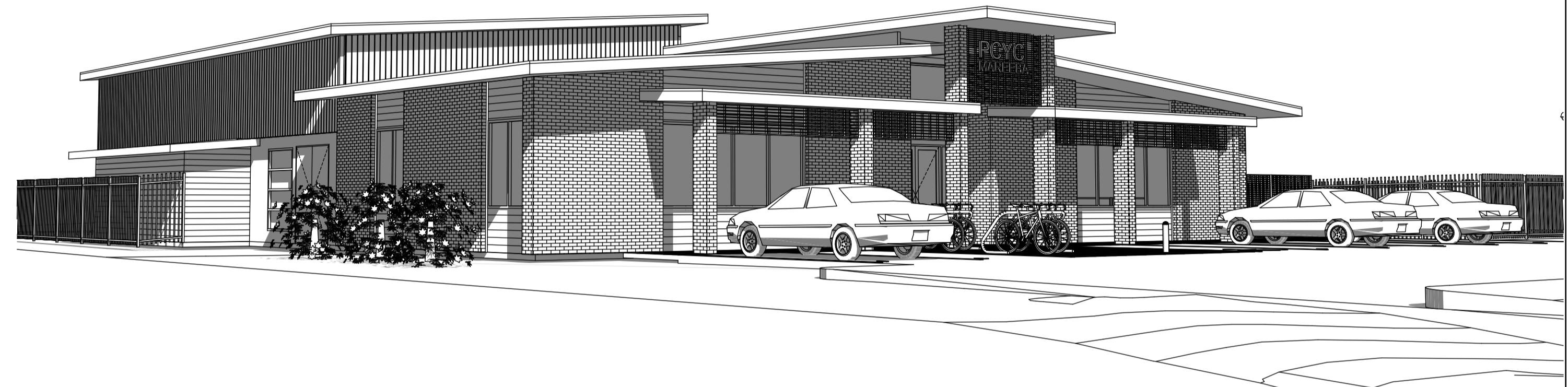
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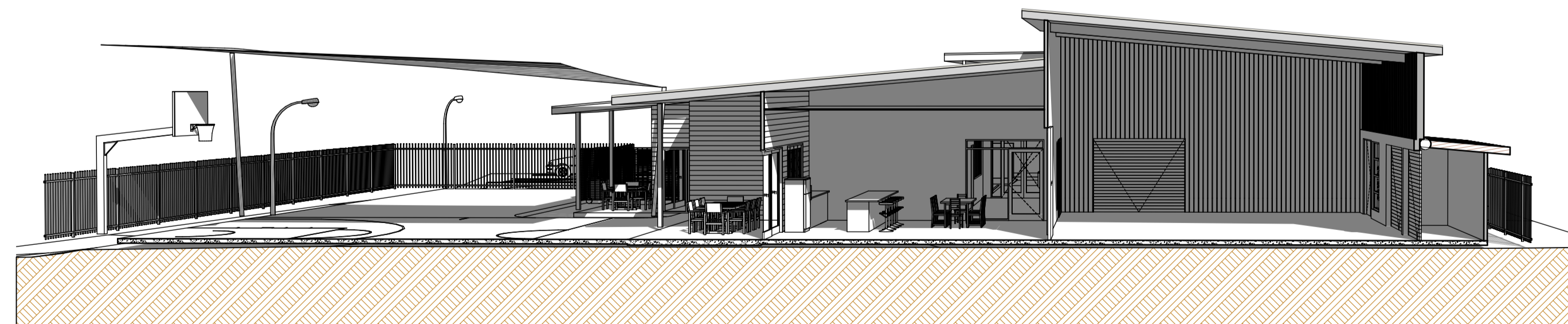
Entry
SCALE AT A1 - 1:100



Yourt Area from Skatepark
SCALE AT A1 - 1:100



Entry from North East
SCALE AT A1 - 1:100




Section
SCALE AT A1 - 1:100



Outdoor Courts
SCALE AT A1 - 1:126.41



<p>General Notes The Builder shall check all dimensions and levels on site prior to construction. Notify any errors, discrepancies or omissions to the architect. Drawings shall not be used for construction purposes until issued for construction. Do not scale drawings. © TAIT MORTON JOHNSTON pty ltd</p>	<p>PROPOSED PCYC MAREEBA</p>	<p>FOR PCYC Queensland</p>	<table border="1"> <thead> <tr> <th>RevID</th> <th>Transmittal Set Name</th> <th>Date</th> <th>RevID</th> <th>Transmittal Set Name</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>SK01</td> <td>Concept Design</td> <td>23/8/2025</td> <td></td> <td></td> <td></td> </tr> <tr> <td>SK02</td> <td>Concept Design - Area Reduction</td> <td>23/8/2025</td> <td></td> <td></td> <td></td> </tr> <tr> <td>SK03</td> <td>DESIGN REVIEW</td> <td>3/7/2025</td> <td></td> <td></td> <td></td> </tr> <tr> <td>SK04</td> <td>Preliminary</td> <td>10/7/2025</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DA01</td> <td>DA</td> <td>1/9/2025</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	RevID	Transmittal Set Name	Date	RevID	Transmittal Set Name	Date	SK01	Concept Design	23/8/2025				SK02	Concept Design - Area Reduction	23/8/2025				SK03	DESIGN REVIEW	3/7/2025				SK04	Preliminary	10/7/2025				DA01	DA	1/9/2025				<p>DRAWING TITLE: 3D IMAGES</p>	 <p>Tait Morton Johnston pty ltd ARCHITECTS P (07)3202 4400 E admin@tmjarchitects.com.au A 13 Warwick Road, Ipswich, Q</p>	<p>ISSUE DA</p> <p>DRAWING NUMBER A400</p>	<p>REVISION DA01</p>	<p>DRAWN BY: CP</p> <p>CHECKED BY: PJ</p> <p>JOB NUMBER 1578</p> <p><small>Plot Date: 19/2/25</small></p>	<p>SHEET A1</p>
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<p>68 - 70 CONSTANCE STREET MAREEBA 4880 QLD</p>																																													

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) <i>(individual or company full name)</i>	Tait Morton Johnston pty ltd
Contact name <i>(only applicable for companies)</i>	Peter Johnston
Postal address <i>(P.O. Box or street address)</i>	13 Warwick rd
Suburb	Ipswich
State	Qld
Postcode	4305
Country	AU
Contact number	0418151535
Email address <i>(non-mandatory)</i>	pj@tmjarchitects.com.au
Mobile number <i>(non-mandatory)</i>	0418151535
Fax number <i>(non-mandatory)</i>	
Applicant's reference number(s) <i>(if applicable)</i>	

1.1) Home-based business

Personal details to remain private in accordance with section 264(6) of *Planning Act 2016*

2) Owner's consent

2.1) Is written consent of the owner required for this development application?

- Yes – the written consent of the owner(s) is attached to this development application
 No – proceed to 3)



Queensland
Government

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
			Constance street	Mareeba
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4880	Lots 16 & 17	M35636	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: <input type="text"/>	

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: <input type="text"/>	

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

In or adjacent to a water body or watercourse or in or above an aquifer

Name of water body, watercourse or aquifer:

On strategic port land under the *Transport Infrastructure Act 1994*

Lot on plan description of strategic port land:

Name of port authority for the lot:

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? <i>(tick only one box)</i>
<input type="checkbox"/> Material change of use <input type="checkbox"/> Reconfiguring a lot <input type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>
<input type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval <input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?
<input type="checkbox"/> Code assessment <input type="checkbox"/> Impact assessment <i>(requires public notification)</i>
d) Provide a brief description of the proposal <i>(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):</i>
<input type="text"/>
e) Relevant plans
Note: <i>Relevant plans are required to be submitted for all aspects of this development application. For further information, see DA Forms guide: Relevant plans.</i>
<input type="checkbox"/> 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? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Material change of use <input type="checkbox"/> Reconfiguring a lot <input type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval <input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?
<input checked="" type="checkbox"/> Code assessment <input type="checkbox"/> Impact assessment <i>(requires public notification)</i>
d) Provide a brief description of the proposal <i>(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):</i>
Community and Indoor recreation use
e) Relevant plans
Note: <i>Relevant plans are required to be submitted for all aspects of this development application. For further information, see DA Forms Guide: Relevant plans.</i>
<input checked="" type="checkbox"/> 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 Yes – complete division 1 if assessable against a local planning instrument

Reconfiguring a lot Yes – complete division 2

Operational work Yes – complete division 3

Building work Yes – complete *DA Form 2 – Building work details*

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 <i>(include each definition in a new row)</i>	Number of dwelling units <i>(if applicable)</i>	Gross floor area (m ²) <i>(if applicable)</i>
Community use + Indoor recreation	Community – Indoor recreation	Nil	531 m2

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

Subdivision *(complete 10)*

Dividing land into parts by agreement *(complete 11)*

Boundary realignment *(complete 12)*

Creating or changing an easement giving access to a lot from a constructed road *(complete 13)*



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



- 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.qldgov.au for information regarding assessment of Queensland heritage places.

Name of the heritage place:

Place ID:

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

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

Yes

Not applicable

Supporting information addressing any applicable assessment benchmarks is with the development application

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](#).

Yes

Relevant plans of the development are attached to this development application

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

Yes

The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (see 21)

Yes

Not applicable



**Queensland
Government**

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	