City Development
Planning Environment & Transport Directorate
Phone: 5582 8708 Facsimile: 5582 3653
PO Box 5042 GOLD COAST MC QLD 9729

Gold Coast City Council

Application for a Material Change of Use (MCU) and/or Reconfiguring of Lot (ROL)

City of Gold Coast is collecting your personal information in accordance with The Sustainable Planning Act 2009 in order to assist with the assessing of your application. The information will only be used by authorised Council officers for the purpose of assessment, statistical reporting and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

Material Change of Use application	Proposed use Bob Jane T-Mart, Shop, Caretaker's Residence with associated car parking	Preliminary ☐ Code ☐	Impact ☑
Reconfiguration of Lot application	Proposed use	Code ☐	Impact ☐

	☐ Freehold subdivision (FRE) ☐ Subdivision by lease (LE) ☐ Volumetric subdivision (VOL)	☐ Boundary realignment (BR) ☐ Access easement (AE) ☐ Community title (CT)	☐ Management lot subdivision (MAG) ☐ Miscellaneous (MIS)

☑ **Pre-lodgement meeting held?** **Yes** ☑ **No** ☐ **Please refer to Planning Assessment Report**

Note: Combined Material Change of Use, Reconfiguration of Lot and Operational Works applications should address all requirements where relevant.

Correct versions of these forms must be provided to be considered a properly made application		
Mandatory requirements for a 'Properly Made' application *Refer to Section 260 of the Sustainable Planning Act 2009*		
The property owner(s) provide written consent to the making of the application (owner's consent)		**Provided** ☑
Correct application fee as prescribed by current Council budget		**Provided** ☑
All parts of relevant IDAS application forms completed, ensuring that all completed IDAS forms are the current version number		**Provided** ☑
Application forms Relevant SPA IDAS Forms – *Mandatory Requirement*	Application details – *IDAS Form 1*	**Provided** ☑
	Material Change of Use assessable against a planning scheme – *IDAS Form 5* And/or Reconfiguring a Lot – *IDAS Form 7*	**Provided** ☑ ☐

Lodgement requirements

1. Correct number of application copies including all forms and supplementary information
   - 1x digital copy (PDF format)
   - 1x hard copy of planning documentation
   - 3x sets of plans (scaled in A3)
2. Application lodgement information is to be provided in four (4) sections and PDF's
   - application forms (that is IDAS and City of Gold Coast forms, etc)
   - supporting documents (that is Planning report, Code templates, photographs, visual impact analysis, etc)
   - plans and drawings
   - specialist reports (that is arborist report, engineering report, hydraulic report, stormwater management plans, etc)

Please refer to **Lodgement Requirements for DA's Fact Sheet** for full lodgement requirements

FEES

The fees are in accordance with Council's Regulatory Fees and Non-regulatory Charges in place at time of lodgement. A copy of Council's Regulatory Fees and Non-regulatory Charges can be found on Council's website.

Payment options

- Business Partner Account (BP) – please complete details below
- Cash, cheque or credit card at any of Councils branch offices. For branch office locations and operating hours, please refer to Councils web site www.goldcoast.qld.gov.au
- Cheque or money order by post to City of Gold Coast PO Box 5042 GOLD COAST MC QLD 9729. Please ensure you provide adequate reference details or attachments to allow the cheque to appropriately receipted.

Please be advised that payments by credit card will incur a surcharge of 0.60%.

Business partner name		Business partner number	

OFFICE USE ONLY

Date received		Receipt number		Account #	
Received by		Fee paid		AMS Code (if applicable)	
Business partner name				Business partner number	

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Section 1 - Forms

Relevant *Sustainable Planning Act* IDAS forms	Development Application IDAS Assessment Checklists	**Provided** ☑
Relevant City of Gold Coast forms	Form *Application for a Material Change of Use or Reconfiguring of Lot*	**Provided** ☑
	Adopted Infrastructure Charge Proposal Summary If the Adopted Infrastructure Charge Proposal Summary is not applicable, please provide the reasoning below.	☐

Section 2 – Supporting documents

Documentation	**Is this applicable**		**Comments** Please refer to the information notes for further clarification of requirements
	Yes	**No**	
Planning assessment report Refer *to IDAS Form 5 and 7* for mandatory requirements for inclusion in this report.	☑	☐	**Provided** ☑
Economic needs analysis (Material Change of Use only) Refer *to IDAS Form 5* for mandatory requirements for inclusion in this report.	☐	☑	
Visual impact analysis (Material Change of Use only)	☐	☑	
Planning scheme codes ▪ Domain place code ▪ Specific development code ▪ Constraint codes	☑	☐	**Provided** ☑
Miscellaneous ▪ List any additional information provided to support the application	☑	☐	▪ **Drainage Management Plan** ▪ **Acoustic Report** ▪ **Car Parking, Mode of Transport and Traffic Access Survey Report**

Section 3 – Plans and drawings

Plans and drawings (Material Change of Use) ▪ Architectural floor plans and colour elevations ▪ Site plan ▪ Building elevations ▪ Site analysis plan ▪ Other drawings relevant to development	Refer *IDAS Form 5*	**Provided** ☑
Plans and drawings (Reconfiguration of Lot) ▪ Subdivisional proposal plan (site plan) ▪ Slope analysis plan ▪ Site analysis plan ▪ Building envelope plan ▪ Proposed earthworks plan ▪ Photographs ▪ Other drawings relevant to development	Refer *IDAS Form 7*	

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Section 4 – Specialist reports

Environmental health • Acoustic report • Odour/dust management plan • Waste management • Open space management statement	☑	Please also refer to **Acoustic Report** prepared by **TTM Consulting Pty Ltd**
Transport and Traffic • Road traffic assessment report • Other relevant requirements	☑	Please refer to **Car Parking, Mode of Transport and Traffic Access Survey Report**
Has the Department of Main Roads been triggered as a concurrence agency for this proposal? If yes, has pre-lodgement advice been obtained from Main Roads?	Yes ☑ No ☐ Yes ☑ No ☐	Please refer to **Planning Assessment Report**
Hydraulic, water quality and geotechnical engineering • Flood search report • Hydraulics report • Stormwater management plan • Geotechnical report • Dewatering management plan • Lake management study • Waterway study • Water quality management plan • Other relevant requirements	☑	Please refer to **Stormwater Management Plan** prepared by **Storm Water Consulting Pty Ltd**
Environment, open space and landscaping *Refer to Landscape Works Specific Development Code – Sections 2.1 and 6.1.1.* *Refer to Gold Coast City Landscape Strategy Part 2 Landscape Works Documentation Manual Sections B 3.0.* • Statement of landscape intent • Bushfire management plan • Vegetation management plan • Ecological assessment • Open space management statement • Arborist reports • Photographs identifying all trees on the site • Effluent disposal areas • Acid sulphate soils investigation and management plan • Other relevant requirements	☑	Please refer to **Landscape Plan** prepared by **iMOW Pty Ltd**

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Attachments

Information notes providing further clarification of requirements.

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Information notes to assist applicants in completing Material Change of Use and Reconfiguring a Lot forms

To be read in conjunction with the Application for Material Change of Use and Reconfiguring a Lot form www.goldcoast.qld.gov.au.

Guide to Owners Consent Requirements

Refer to section 371 of the *Sustainable Planning Act 2009* for full requirements. Listed below are other requirements. An application is Properly Made if the mandatory requirements part of the approved form is correctly completed. Owner's consent is a mandatory requirement of Application Details *IDAS Form 1*. The term of "owner" of land is defined in Schedule 3 of the *Sustainable Planning Act* to mean: "The person for the time being entitled to receive the rent for the land or would be entitled to receive the rent for it if it is let to a tenant at a rent." Schedule 3 of the *Sustainable Planning Act* further defines "land" to include: "Any estate in, on, over or under land…." Therefore in most instances, the registered property owner is the owner of the land for the purposes of the *Sustainable Planning Act* and must provide owner's consent to the making of the application. If the application is over a number of lots, the owner/s of all lots of the subject of the application must consent to making of the application. Applicants are to provide owner's consent as follows:

Property ownership

If there are multiple owners of a single lot, the consent of each owner of the lot is required (for example, four persons owning one lot requires a signature from each of the four owners).

Corporation/company

Where the owner is identified as a corporation, the following is required:

- the ACN number accompanied with one of the three below:

— the names, titles and signatures of two (2) directors of the company
— the name, title and signature of a director and the company secretary
— where the company has only one (1) director, the name and signature of that director in conjunction with written indication that the company has only one (1) director (that is, sole director)

Body Corporate

Where the owner is identified as a Body Corporate, the following is required:

- Body Corporate Seal and.
- Body Corporate resolution consenting to the proposal (that is, minutes of meeting where proposal was adopted) and,
- two (2) signatures, one of which must be the chairperson

or

- Body Corporate Seal and.
- a letter of consent signed by the chairperson and secretary

or

- signed letter of consent from each lot owner covered by the Body Corporate

Other ownership arrangements

If the land is:

- leased – the lessors of the land must give owner's consent
- dedicated parkland – the owner or the trustee, within the terms of the trust or reserve, must give owner's consent

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Material Change of Use

Section 1 – Forms

Relevant IDAS forms – *Mandatory requirement*

Section 2 – Supporting documents

Planning assessment report	Proposal including covering letter, report, alternate solutions and conclusion. Refer to *IDAS Form 5* for mandatory requirements for inclusion in this report.
Economic Needs Analysis	Provide information if applicable to the nature of the proposal. Refer to *IDAS Form 5* for mandatory requirements for inclusion in this report.
Visual Impact Analysis	Provide a photo montage outlining the proposal.
Codes (Material Change of Use) Relevant to subject site and proposed development to be completed using Council's code table template. The relevance of these codes can be identified by using the property enquiry tool on Council's website. Note: Not all constraint codes triggered by the property enquiry tool may be relevant to your application.	Domain Place Code
	Specific Development Code
	Constraint Code
Miscellaneous	List any additional information provided to support the application.

Section 3 – Plans and drawings

Plans and drawings	Refer to *IDAS Form 5* for mandatory requirements for inclusion in the application.
Other drawings to development including photo montage and colour perspectives.	Please provide details

Section 4 – Specialist reports

Environmental health Railway noise: Applies to noise sensitive development within 100 metres of a rail corridor. Commercial/Industrial operational noise: Applies to commercial/industrial development adjacent to existing/proposed noise sensitive developments.	Acoustic report
Applies to residential development in proximity to industry/commercial activities which release airborne contaminates (for example, asphalt manufacturing plants, marine and/or waterfront industries, bulk landscape supplies, service stations).	Odour/dust management plan
Applies to commercial/industrial/residential development and must have practical, user and environmentally friendly solid waste management storage and collection design. Reference should be made to *the Environmental Protection (Waste Management) Regulation 2000* and the *"Solid Waste Management Guideline for New Developments July 2011 Version 1"*, to address the minimum requirements for refuse facilities and information on refuse vehicle access, egress and manoeuvring.	Waste management

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Transport and traffic	Road traffic assessment report
	Has the Department of Main Roads been triggered as a concurrence agency for this proposal? If yes, has pre-lodgement advice been obtained from Main Roads?
	Any other relevant transport and traffic documents or notes regarding applicability of the required plans and documents.
Hydraulic, water quality and geotechnical engineering	Flood search report
	Hydraulics report
	Stormwater management plan
	Geotechnical report
	Dewatering management plan
	Lake management study
	Waterway study
	Water quality management plan
	Any other relevant hydraulic and water quality documents or notes regarding applicability of the required plans and documents.
Environmental, open space and landscaping *Refer to Landscape Works Specific Development Code – Sections 2.1 and 6.1.1.* *Refer to Gold Coast City Landscape Strategy Part 2 Landscape Works Documentation Manual Section B 3.0*	Statement of landscape intent
	Bushfire management plan
	Vegetation management plan
	Ecological assessment
	Open space management statement
	Arborist reports
	Photographs identifying all trees on the site
Effluent disposal areas	
Acid sulphate soils investigation and management plan	
Any other relevant environmental, open space or landscaping documents or notes regarding applicability of the required plans and documents.	

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Reconfiguring a Lot

Section 1 Forms

Relevant IDAS forms – *Mandatory requirement*

Section 2 – Supporting documents

Planning assessment report	Proposal including covering letter, report and conclusion. Refer to *IDAS Form 7* for mandatory requirements for inclusion in this report.
Codes Relevant to subject site and proposed development to be completed using Council's code table template. The relevance of these codes can be identified by using the property enquiry tool on Council's website. Note: Not all constraint codes triggered by the property enquiry tool may be relevant to your application.	Domain place code Specific development code Constraint code
Photographs	Photographs to support application

Section 3 – Plans and drawings

Plans and drawings	Refer to *IDAS Form 7* for mandatory requirements for inclusion in this application.

Section 4 – Specialist reports

Environmental health An acoustic report is required when: Road noise impacts onto a noise sensitive area. Road noise from a local road (10,000 VPD) or form a state controlled road whereby the local/state controlled is NOT directly adjacent but within 100 metres to the proposed noise sensitive development. OR Road noise from a state controlled or local road (10,000 VPD) directly adjacent to the noise sensitive development. Railway noise Applies to noise sensitive development within 100 metres of a rail corridor. Commercial/industrial operational noise Applies to commercial/ industrial development adjacent to existing/proposed noise sensitive developments.	Acoustic report
Applies to residential development in proximity to industry/commercial activities which release airborne contaminates (for example, asphalt manufacturing plants, marine and/or waterfront industries, bulk landscape supplies, service stations. Applies to commercial/industrial/residential development and must have practical, user and environmentally friendly solid waste management storage and collection design. Reference should be made to the *Environmental Protection (Waste Management) Regulation 2000* and *the "Solid Waste Management Guideline for New Developments July 2011 Version 1"*, to address the minimum requirements for refuse facilities and information on refuse vehicle access, egress and manoeuvring.	Odour/dust management plan Waste management

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Transport and traffic	Road traffic assessment report
	Has the Department of Main Roads been triggered as a concurrence agency for this proposal? If yes, has pre-lodgement advice been obtained from Main Roads?
	Any other relevant transport and traffic documents or notes regarding applicability of the required plans and documents.
Hydraulic, water quality and geotechnical engineering	Flood search report
	Hydraulics report
	Stormwater management plan
	Geotechnical report
	Dewatering management plan
	Lake management study
	Waterway study
	Water quality management plan
	Any other relevant hydraulic and water quality documents or notes regarding applicability of the required plans and documents.
Environmental, open space and landscaping *Refer to Landscape Works Specific Development Code – Sections 2.1 and 6.1.1.* *Refer to Gold Coast City Landscape Strategy Part 2 Landscape Works Documentation Manual Section B 3.0*	Statement of landscape intent
	Bushfire management plan
	Vegetation management plan
	Ecological assessment
	Rehabilitation management plan
	Environmental covenant management plan
	Open space management statement
	Arborist reports
	Effluent disposal areas
	Acid sulphate soils investigation and management plan
	Any other relevant environmental, open space or landscaping documents or notes regarding applicability of the required plans and documents.

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Date: 9 October 2013
Contact: Bianca Clarke
Location: City Development, Nerang
Telephone: (07) 5582 8866
Your reference:
Our reference: PN24963/01/DA1
MCU201300678

ABN 84858548460
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Qld 9729 Australia
Email: gcccmail@goldcoast.qld.gov.au
Web: goldcoastcity.com.au
Administration Centres
Ph: +61 7 5582 8211
135 Bundall Road Surfers Paradise
Fax: +61 7 5581 6346
833 Southport Nerang Road Nerang
Fax: +61 7 5596 3653

JMPlanning
C/- Jack Marion
Suite 12A Pier 35 d'Albora Marina
263 - 329 Lorimer Street
PORT MELBOURNE VIC 3207

Dear Sir/Madam

ACKNOWLEDGEMENT NOTICE TO APPLICANT

Council acknowledges receipt of the Development Application lodged by:

JMPlanning
C/- Jack Marion
Suite 12A Pier 35 d'Albora Marina
263 - 329 Lorimer Street
PORT MELBOURNE VIC 3207

in relation to development of land / premises described as:

2469 GOLD COAST HIGHWAY MERMAID BEACH

Property Description: **L91 RP179040**

The Development Application seeks approval for the following aspects of development:

Development Approval for making a Material Change of Use Motor Vehicle Repairs, Shop and Caretaker's Residence.

You are advised that the Referral Agencies for this Development Application are:

State Assessment Referral Agency (SARA)
Concurrence Agency

Sustainable Planning Regulation 2009 - Schedule 7, table 2, item 23

Contaminated Land
A Material Change of Use made assessable (on land identified on a Environmental Management Register or Contaminated Land Register) under schedule 3, part 1, table 2, items 6 to 9.

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State Assessment Referral Agency (SARA)
Concurrence Agency

Sustainable Planning Regulation 2009 - Sustainable Planning Regulation 2009 - Schedule 9, Development Impacting on State Transport Infrastructure and thresholds.

Making a material change of use of premises if any part of the land;
(a) is within 25m of a State controlled road; or
(b) is future State controlled road; or
© abuts a road that intersects with a State-controlled road within 100m of the land.

The applicant is required to give to the Referral Agency:

(a) a copy of the application; and
(b) a copy of the acknowledgment notice; and
(c) the fee prescribed under a regulation.

The applicant must give to each referral agency the referral agency material within 20 business days of receipt of the acknowledgement notice or the application will lapse.

It is the applicant's responsibility to provide Council written notification of the date the applicant gave the referral agency the information mentioned above.

The development will not require code assessment.
Please note that all applications will be made available for public viewing on the Gold Coast City Council Planning and Development Online website www.goldcoastcity.com.au/pdonline. When accessing Councils website please use the following Application No: MCU201300678

The development will require impact assessment.

The applicant is advised that Public Notification will be required in accordance with Chapter 6, Part 4 – Division 2 of the *Sustainable Planning Act 2009*.

Please note, pursuant to section 298 of the *Sustainable Planning Act 2009*, *this application will require a 15* business day notification period.

The Council reference number for the purposes of the Public Notification is: PN24963/01/DA1.

Additional to the requirements of the *Sustainable Planning Act 2009*/*Sustainable Planning Regulations 2009* Gold Coast City Council requires that within each notice (i.e. the notice published in the newspaper, the public notice placed on the land, the notice given to the adjoining land owners) the applicant state the following phrase:

Please note that all submissions made in respect to the development application will be made available for public viewing on the Gold Coast City Council Planning and Development Online website www.goldcoastcity.com.au/pdonline. When accessing Councils website please use the following Application No: MCU201300678.

An Information Request will be made by Council as the Assessment Manager.

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The applicant will be advised of details of the Information Request by separate correspondence.

The Development Application is not a Development Application to carry out development under a superseded planning scheme.

Tracking your application

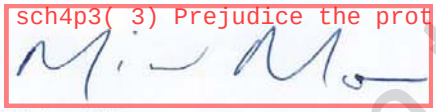
You can view your development applications online and track their progress at goldcoastcity.com.au:

Planning, Building & Environment > Planning & Development Online

Should you wish to clarify any issues contained in this letter, please do not hesitate to contact Planning Assessment area on telephone (07) 5582 8866.

Yours faithfully

sch4p3(3) Prejudice the prot



Michael Moran
SUPERVISING TOWN PLANNER MCU COMPLEX
For the Chief Executive Officer
BC

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IDAS form 1—Application details

(*Sustainable Planning Act 2009* version 3.0 effective 1 July 2013)

This form must be used for **ALL** development applications.

You **MUST** complete **ALL** questions that are stated to be a mandatory requirement unless otherwise identified on this form.

For all development applications, you must:

complete this form (*IDAS form 1—Application details)*

complete any other forms relevant to your application

provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

All terms used on this form have the meaning given in the *Sustainable Planning Act 2009* (SPA) or the Sustainable Planning Regulation 2009.

This form and any other IDAS form relevant to your application must be used for development applications 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*. Whenever a planning scheme is mentioned, take it to mean land use plan for the strategic port land, Brisbane core port land or airport land.

PLEASE NOTE: This form is not required to accompany requests for compliance assessment.

This form can also be completed online using MyDAS at www.dsdip.qld.gov.au/MyDAS

Mandatory requirements

Applicant details (Note: the applicant is the person responsible for making the application and need not be the owner of the land. The applicant is responsible for ensuring the information provided on all IDAS application forms is correct. Any development permit or preliminary approval that may be issued as a consequence of this application will be issued to the applicant.)

Name/s (individual or company name in full)	JM Planning			
For companies, contact name	sch4p4(...6) Jack Manion			
Postal address	Suite 12A 263-329 Lorimer Street			
	Suburb	Port Melbourne		
	State	VIC	Postcode	3207
	Country	Australia		
Contact phone number	sch4p4(...6) P 03 9676 2236			
Mobile number (non-mandatory requirement)	sch4p3(...3) P 0407 325 662			
Fax number (non-mandatory requirement)				

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Email address (non-mandatory requirement)	sch4p4(6) Personal in jack@jmplanning.com.au
Applicant's reference number (non-mandatory requirement)	JMP/BJ/32/2013

1. What is the nature of the development proposed and what type of approval is being sought?

TableA-Aspect 1 of the application (If there are additional aspects to the application please list in Table B-Aspect 2.)	
a)	What is the nature of the development?
	Material Change of Use
b)	What is the approval type?
	Development permit
c)	Provide a brief description of the proposal, including use definition and number of buildings or structures where applicable (e.g. six unit apartment building defined as a multi-unit dwelling, 30 lot residential subdivision etc.)
	Bob Jane T-Mart defined as motor vehicle repairs, shop and caretaker's residence with associated car parking
d)	What is the level of assessment? (Please only tick one box.)
	Impact Assessment

2. Location of the premises (Complete Table D and/or Table E as applicable. Identify each lot in a separate row.)

Table D—Street address and lot on plan for the premises or street address and lot on plan for the land adjoining or adjacent to the premises (Note: this table is to be used for applications involving taking or interfering with water). (Attach a separate schedule if there is insufficient space in this table.)

☐ Street address **and** lot on plan (All lots must be listed.)

☐ Street address **and** lot on plan for the land adjoining or adjacent to the premises (Appropriate for development in water but adjoining or adjacent to land, e.g. jetty, pontoon. All lots must be listed.)

Street address					**Lot on plan description**		**Local government area** (e.g. Logan, Cairns)
Lot	Unit no.	Street no.	Street name and official suburb/ locality name	Post-code	Lot no.	Plan type and plan no.	
I					91	RP179040	GOLD COAST CITY

Planning scheme details (If the premises involves multiple zones, clearly identify the relevant zone/s for each lot in a separate row in the below table. Non-mandatory)

Lot	Applicable zone/precinct	Applicable local plan/precinct	Applicable overlay/s
I			

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Table E—Premises coordinates (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.) (Attach a separate schedule if there is insufficient space in this table.)

Coordinates (Note: place each set of coordinates in a separate row)				**Zone reference**	**Datum**	**Local government area (if applicable)**
Easting	Northing	Latitude	Longitude			

3. Total area of the premises on which the development is proposed (indicate square metres)

1641.34

4. Current use/s of the premises (e.g. vacant land, house, apartment building, cane farm etc.)

Vacant Land

5. Are there any current approvals (e.g. a preliminary approval) associated with this application? (Non-mandatory requirement)

☒	No	☐	Yes—provide details below

List of approval reference/s	Date approved (dd/mm/yy)	Date approval lapses (dd/mm/yy)

6. Is owner's consent required for this application? (Refer to notes at the end of this form for more information.)

☐	No
☒	Yes—complete either Table F, Table G or Table H as applicable

Table F	
Name of owner/s of the land	
I/We, the above-mentioned owner/s of the land, consent to the making of this application.	
Signature of owner/s of the land	
Date	

Table G	
Name of owner/s of the land	
☒ The owner's written consent is attached or will be provided separately to the assessment manager	

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Table H	
Name of owner/s of the land	
☐ By making this application, I, the applicant, declare that the owner has given written consent to the making of the application.	

7. Identify if any of the following apply to the premises (Tick all applicable boxes.)

☐ Adjacent to a water body, watercourse or aquifer (e.g. creek, river, lake, canal)—complete Table I

☐ On strategic port land under the *Transport Infrastructure Act 1994*—complete Table J

☐ In a tidal water area—complete Table K

☐ On Brisbane core port land under the *Transport Infrastructure Act 1994* (no table requires completion)

☐ On airport land under the *Airport Assets (Restructuring and Disposal) Act 2008* (no table requires completion)

Table I
Name of water body, watercourse or aquifer

Table J	
Lot on plan description for strategic port land	Port authority for the lot

Table K	
Name of local government for the tidal area (if applicable)	Port authority for the tidal area (if applicable)

8. Are there any existing easements on the premises? (e.g. for vehicular access, electricity, overland flow, water etc)

☒	No	☐	Yes—ensure the type, location and dimension of each easement is included in the plans submitted.

9. Does the proposal include new building work or operational work on the premises? (Including any services)

☒	No	☐	Yes—ensure the nature, location and dimension of proposed works are included in plans submitted

10. Is the payment of a portable long service leave levy applicable to this application? (Refer to notes at the end of this form for more information.)

☒	No—go to question 12	☐	Yes

11. Has the portable long service leave levy been paid? (Refer to notes at the end of this form for more information.)

☐ No

☐ Yes—complete Table L and submit with this application the yellow local government/private certifier's copy of the receipted QLeave form

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Table L		
Amount paid	Date paid (dd/mm/yy)	QLeave project number (6 digit number starting with A, B, E, L or P)

12. Has the local government agreed to apply a superseded planning scheme to this application under section 96 of the *Sustainable Planning Act 2009*?

☒	No
☐	Yes—please provide details below

Name of local government	Date of written notice given by local government (dd/mm/yy)	Reference number of written notice given by local government (if applicable)

13. List below all of the forms and supporting information that accompany this application (Include all IDAS forms, checklists, mandatory supporting information etc. that will be submitted as part of this application. Note: this question does not apply for applications made online using MyDAS)

Description of attachment or title of attachment	**Method of lodgement to assessment manager**
Supporting Information -- Proposal Brief Statement of 2nd aspect	
Supporting Information -- Proposal Brief Statement of 1st aspect	
Plan -- Existing easement plan	
Supporting Information -- Additional Information	
consent to the making of this application. -- Owner's consent	
Supporting Information -- Local government/private certifier	
Supporting Information -- Proposed plans	

14. Applicant's declaration

☒ By making this application, I declare that all information in this application is true and correct (Note: it is unlawful to provide false or misleading information)

Notes for completing this form

- Section 261 of the *Sustainable Planning Act 2009* prescribes when an application is a properly-made application. Note, the assessment manager has discretion to accept an application as properly made despite any non-compliance with the requirement to provide mandatory supporting information under section 260(1)(c) of the *Sustainable Planning Act 2009*

Applicant details

- Where the applicant is not a natural person, ensure the applicant entity is a real legal entity.

Question 1

- Schedule 3 of the Sustainable Planning Regulation 2009 identifies assessable development and the type of assessment. Where schedule 3 identifies assessable development as "various aspects of development" the applicant must identify each aspect of the development on Tables A, B and C respectively and as required.

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Question 6

- Section 263 of the *Sustainable Planning Act 2009* sets out when the consent of the owner of the land is required for an application. Section 260(1)(e) of the *Sustainable Planning Act 2009* provides that if the owner's consent is required under section 263, then an application must contain, or be accompanied by, the written consent of the owner, or include a declaration by the applicant that the owner has given written consent to the making of the application. If a development application relates to a state resource, the application is not required to be supported by evidence of an allocation or entitlement to a state resource. However, where the state is the owner of the subject land, the written consent of the state, as landowner, may be required. Allocation or entitlement to the state resource is a separate process and will need to be obtained before development commences.

Question 11

- The *Building and Construction Industry (Portable Long Service Leave) Act 1991* prescribes when the portable long service leave levy is payable.
- The portable long service leave levy amount and other prescribed percentages and rates for calculating the levy are prescribed in the Building and Construction Industry (Portable Long Service Leave) Regulation 2002.

Question 12

- The portable long service leave levy need not be paid when the application is made, but the *Building and Construction Industry (Portable Long Service Leave) Act 1991* requires the levy to be paid before a development permit is issued.
- Building and construction industry notification and payment forms are available from any Queensland post office or agency, on request from QLeave, or can be completed on the QLeave website at www.qleave.qld.gov.au. For further information contact QLeave on 1800 803 481 or visit www.qleave.qld.gov.au.

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Date received | Reference numbers

NOTIFICATION OF ENGAGEMENT OF A PRIVATE CERTIFIER

To _____ Council. I have been engaged as the private certifier for the building work referred to in this application

Date of engagement	Name	BSA Certification license number	Building classification/s

QLEAVE NOTIFICATION AND PAYMENT (For completion by assessment manager or private certifier if applicable.)

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

The *Sustainable Planning Act 2009* is administered by the Department of State Development, Infrastructure and Planning. This form and all other required application materials should be sent to your assessment manager and any referral agencies.

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IDAS form 5—Material change of use assessable against a planning scheme

(*Sustainable Planning Act 2009* version 3.0 effective 1 July 2013)

This form must be used for development applications for a material change of use assessable against a planning scheme.

You **MUST** complete **ALL** questions that are stated to be a mandatory requirement unless otherwise identified on this form.

For all development applications, you must:

- complete *IDAS form 1—Application details*
- complete any other forms relevant to your application
- provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

All terms used on this form have the meaning given in the *Sustainable Planning Act 2009* or the Sustainable Planning Regulation 2009.

This form must also be used for material change of use on 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* that requires assessment against the land use plan for that land. Whenever a planning scheme is mentioned, take it to mean land use plan for the strategic port land, Brisbane core port land or airport land.

This form can also be completed online using MyDAS at www.dsdip.qld.gov.au/MyDAS

Mandatory requirements

1. Describe the proposed use. (Note: this is to provide additional detail to the information provided in question 1 of *IDAS form 1—Application details*. Attach a separate schedule if there is insufficient space in this table.)

General explanation of the proposed use	Planning scheme definition (include each definition in a new row) (non mandatory)	No. of dwelling units (if applicable) or gross floor area (if applicable)	Days and hours of operation (if applicable)	No. of employees (if applicable)
Bob Jane T-Mart	Motor Vehicle Repairs		Mon - Fri 7.30am - 5.30pm Sat and Sunday 7.30am - 4.00pm	5
Shop	Shop		Mon - Fri 7.30am - 5.30pm Sat and Sunday 7.30am - 4.00	3
Caretaker's Residence	Caretaker's Residence	82		

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2. Are there any current approvals associated with the proposed material change of use?
(e.g. a preliminary approval.)

☒ No ☐ Yes—provide details below

List of approval reference/s	Date approved (dd/mm/yy)	Date approval lapses (dd/mm/yy)

3. Does the proposed use involve the following? (Tick all applicable boxes.)

The reuse of existing buildings on the premises	☒	No	☐	Yes
New building work on the premises	☐	No	☒	Yes
The reuse of existing operational work on the premises	☒	No	☐	Yes
New operational work on the premises	☐	No	☒	Yes

Mandatory supporting information

4. Confirm that the following mandatory supporting information accompanies this application

Mandatory supporting information	**Confirmation of lodgement**	**Method of lodgement**
All applications		
A site plan drawn to an appropriate scale (1:100, 1:200 or 1:500 are **recommended** scales) which shows the following: • the location and site area of the land to which the application relates (*relevant land*) • the north point • the boundaries of the relevant land • any road frontages of the relevant land, including the name of the road • the location and use of any existing or proposed buildings or structures on the relevant land (note: where extensive demolition or new buildings are proposed, two separate plans an existing site plan and proposed site plan) may be appropriate • any existing or proposed easements on the relevant land and their function • the location and use of buildings on land adjoining the relevant land • all vehicle access points and any existing or proposed car parking areas on the relevant land. Car parking spaces for persons with disabilities and any service vehicle access and parking should be clearly marked • for any new building on the relevant land, the location of refuse storage • the location of any proposed retaining walls on the relevant land and their height • the location of any proposed landscaping on the relevant land • the location of any stormwater detention on the relevant land.	☒Confirmed	

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A statement about how the proposed development addresses the local government's planning scheme and any other planning instruments or documents relevant to the application.	☒Confirmed	
A statement about the intensity and scale of the proposed use (e.g. number of visitors, number of seats, capacity of storage area etc.).	☒Confirmed	
Information that states: • the existing or proposed floor area, site cover, maximum number of storeys and maximum height above natural ground level for existing or new buildings (e.g. information regarding existing buildings but not being reused) • the existing or proposed number of on-site car parking bays, type of vehicle cross-over (for non-residential uses) and vehicular servicing arrangement (for non-residential uses).	☒Confirmed ☐Not Applicable	
A statement addressing the relevant part(s) of the State Development Assessment Provisions (SDAP).	☒Confirmed ☐Not Applicable	
When the application involves the reuse of existing buildings		
Plans showing the size, location, existing floor area, existing site cover, existing maximum number of storeys and existing maximum height above natural ground level of the buildings to be reused.	☒Confirmed ☐Not Applicable	
When the application involves new building work (including extensions)		
Floor plans drawn to an appropriate scale (1:50, 1:100 or 1:200 are **recommended** scales) which show the following: • the north point • the intended use of each area on the floor plan (for commercial, industrial or mixed use developments only) • the room layout (for residential development only) with all rooms clearly labelled • the existing and the proposed built form (for extensions only) • the gross floor area of each proposed floor area.	☒Confirmed	
Elevations drawn to an appropriate scale (1:100, 1:200 or 1:500 are **recommended** scales) which show plans of all building elevations and facades, clearly labelled to identify orientation (e.g. north elevation)	☒Confirmed	
Plans showing the size, location, proposed site cover, proposed maximum number of storeys, and proposed maximum height above natural ground level of the proposed new building work.	☒Confirmed ☐Not Applicable	
When the application involves reuse of other existing work		
Plans showing the nature, location, number of on-site car parking bays, existing area of landscaping, existing type of vehicular cross-over (non-residential uses), and existing type of vehicular servicing arrangement (non-residential uses) of the work to be reused.	☒Confirmed ☐Not Applicable	

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When the application involves new operational work		
Plans showing the nature, location, number of new on-site car parking bays, proposed area of new landscaping, proposed type of new vehicle cross-over (non-residential uses), proposed maximum new vehicular servicing arrangement (non-residential uses) of the proposed new operational work.	☒ Confirmed ☐ Not Applicable	

Privacy—Please refer to your assessment manager, referral agency and/or building certifier for further details on the use of information recorded in this form.

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 Release

IDAS form 1—Application details

(*Sustainable Planning Act 2009* version 3.0 effective 1 July 2013)

This form must be used for **ALL** development applications.

You **MUST** complete **ALL** questions that are stated to be a mandatory requirement unless otherwise identified on this form.

For all development applications, you must:

- complete this form (*IDAS form 1—Application details)*
- complete any other forms relevant to your application
- provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

All terms used on this form have the meaning given in the *Sustainable Planning Act 2009* (SPA) or the Sustainable Planning Regulation 2009.

This form and any other IDAS form relevant to your application must be used for development applications 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*. Whenever a planning scheme is mentioned, take it to mean land use plan for the strategic port land, Brisbane core port land or airport land.

PLEASE NOTE: This form is not required to accompany requests for compliance assessment.

This form can also be completed online using MyDAS at www.dsdip.qld.gov.au/MyDAS

Mandatory requirements

Applicant details (Note: the applicant is the person responsible for making the application and need not be the owner of the land. The applicant is responsible for ensuring the information provided on all IDAS application forms is correct. Any development permit or preliminary approval that may be issued as a consequence of this application will be issued to the applicant.)

Name/s (individual or company name in full)	
For companies, contact name	sch4p4(6)
Postal address	
Suburb	
State	Postcode
Country	
Contact phone number	sch4p3(3) F
Mobile number (non-mandatory requirement)	sch4p3(3) F
Fax number (non-mandatory requirement)	

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Email address (non-mandatory requirement)	sch4p4(6) Personal ir @
Applicant's reference number (non-mandatory requirement)	

1. What is the nature of the development proposed and what type of approval is being sought?

Table A—Aspect 1 of the application (If there are additional aspects to the application please list in Table B—Aspect 2.)

a) What is the nature of the development? (Please only tick one box.)

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

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

☐ Preliminary approval under s241 of SPA ☐ Preliminary approval under s241 and s242 of SPA ☐ Development permit

c) Provide a brief description of the proposal, including use definition and number of buildings or structures where applicable (e.g. six unit apartment building defined as a *multi-unit dwelling*, 30 lot residential subdivision etc.)

d) What is the level of assessment? (Please only tick one box.)

☐ Impact assessment ☐ Code assessment

Table B—Aspect 2 of the application (If there are additional aspects to the application please list in Table C—Additional aspects of the application.)

a) What is the nature of development? (Please only tick one box.)

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

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

☐ Preliminary approval under s241 of SPA ☐ Preliminary approval under s241 and s242 of SPA ☐ Development permit

c) Provide a brief description of the proposal, including use definition and number of buildings or structures where applicable (e.g. six unit apartment building defined as a *multi-unit dwelling*, 30 lot residential subdivision etc.)

d) What is the level of assessment?

☐ Impact assessment ☐ Code assessment

Table C—Additional aspects of the application (If there are additional aspects to the application please list in a separate table on an extra page and attach to this form.)

☐ Refer attached schedule ☐ Not required

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2. Location of the premises (Complete Table D and/or Table E as applicable. Identify each lot in a separate row.)

Table D—Street address and lot on plan for the premises or street address and lot on plan for the land adjoining or adjacent to the premises (Note: this table is to be used for applications involving taking or interfering with water). (Attach a separate schedule if there is insufficient space in this table.)

☐ Street address **and** lot on plan (All lots must be listed.)

☐ Street address **and** lot on plan for the land adjoining or adjacent to the premises (Appropriate for development in water but adjoining or adjacent to land, e.g. jetty, pontoon. All lots must be listed.)

Street address					**Lot on plan description**		**Local government area** (e.g. Logan, Cairns)
Lot	Unit no.	Street no.	Street name and official suburb/ locality name	Post-code	Lot no.	Plan type and plan no.	
i)							
ii)							
iii)							

Planning scheme details (If the premises involves multiple zones, clearly identify the relevant zone/s for each lot in a separate row in the below table. Non-mandatory)

Lot	Applicable zone / precinct	Applicable local plan / precinct	Applicable overlay/s
i)			
ii)			
iii)			

Table E—Premises coordinates (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.) (Attach a separate schedule if there is insufficient space in this table.)

Coordinates (Note: place each set of coordinates in a separate row)				**Zone reference**	**Datum**	**Local government area (if applicable)**
Easting	Northing	Latitude	Longitude			
					☐ GDA94 ☐ WGS84 ☐ other	

3. Total area of the premises on which the development is proposed (indicate square metres)

4. Current use/s of the premises (e.g. vacant land, house, apartment building, cane farm etc.)

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5. Are there any current approvals (e.g. a preliminary approval) associated with this application? (Non-mandatory requirement)

☐ No ☐ Yes—provide details below

List of approval reference/s	Date approved (dd/mm/yy)	Date approval lapses (dd/mm/yy)

6. Is owner's consent required for this application? (Refer to notes at the end of this form for more information.)

☐ No

☐ Yes—complete either Table F, Table G or Table H as applicable

Table F	
Name of owner/s of the land	
I/We, the above-mentioned owner/s of the land, consent to the making of this application.	
Signature of owner/s of the land	
Date	

Table G	
Name of owner/s of the land	
☐ The owner's written consent is attached or will be provided separately to the assessment manager.	

Table H	
Name of owner/s of the land	
☐ By making this application, I, the applicant, declare that the owner has given written consent to the making of the application.	

7. Identify if any of the following apply to the premises (Tick applicable box/es.)

☐ Adjacent to a water body, watercourse or aquifer (e.g. creek, river, lake, canal)—complete Table I

☐ On strategic port land under the *Transport Infrastructure Act 1994*—complete Table J

☐ In a tidal water area—complete Table K

☐ On Brisbane core port land under the *Transport Infrastructure Act 1994* (No table requires completion.)

☐ On airport land under the *Airport Assets (Restructuring and Disposal) Act 2008* (no table requires completion)

Table I
Name of water body, watercourse or aquifer

Table J	
Lot on plan description for strategic port land	Port authority for the lot

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Table K	
Name of local government for the tidal area (if applicable)	Port authority for the tidal area (if applicable)

8. Are there any existing easements on the premises? (e.g. for vehicular access, electricity, overland flow, water etc)

☐ No ☐ Yes—ensure the type, location and dimension of each easement is included in the plans submitted

9. Does the proposal include new building work or operational work on the premises? (Including any services)

☐ No ☐ Yes—ensure the nature, location and dimension of proposed works are included in plans submitted

10. Is the payment of a portable long service leave levy applicable to this application? (Refer to notes at the end of this form for more information.)

☐ No—go to question 12 ☐ Yes

11. Has the portable long service leave levy been paid? (Refer to notes at the end of this form for more information.)

☐ No

☐ Yes—complete Table L and submit with this application the yellow local government/private certifier's copy of the receipted QLeave form

Table L		
Amount paid	Date paid (dd/mm/yy)	QLeave project number (6 digit number starting with A, B, E, L or P)

12. Has the local government agreed to apply a superseded planning scheme to this application under section 96 of the *Sustainable Planning Act 2009*?

☐ No

☐ Yes—please provide details below

Name of local government	Date of written notice given by local government (dd/mm/yy)	Reference number of written notice given by local government (if applicable)

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13.	**List below all of the forms and supporting information that accompany this application** (Include all IDAS forms, checklists, mandatory supporting information etc. that will be submitted as part of this application. Note: this question does not apply for applications made online using MyDAS)

Description of attachment or title of attachment	**Method of lodgement to assessment manager**

14.	**Applicant's declaration**

☐ By making this application, I declare that all information in this application is true and correct (Note: it is unlawful to provide false or misleading information)

Notes for completing this form

- Section 261 of the *Sustainable Planning Act 2009* prescribes when an application is a properly-made application. Note, the assessment manager has discretion to accept an application as properly made despite any non-compliance with the requirement to provide mandatory supporting information under section 260(1)(c) of the *Sustainable Planning Act 2009*

Applicant details

- Where the applicant is not a natural person, ensure the applicant entity is a real legal entity.

Question 1

- Schedule 3 of the Sustainable Planning Regulation 2009 identifies assessable development and the type of assessment. Where schedule 3 identifies assessable development as "various aspects of development" the applicant must identify each aspect of the development on Tables A, B and C respectively and as required.

Question 6

- Section 263 of the *Sustainable Planning Act 2009* sets out when the consent of the owner of the land is required for an application. Section 260(1)(e) of the *Sustainable Planning Act 2009* provides that if the owner's consent is required under section 263, then an application must contain, or be accompanied by, the written consent of the owner, or include a declaration by the applicant that the owner has given written consent to the making of the application. If a development application relates to a state resource, the application is not required to be supported by evidence of an allocation or entitlement to a state resource. However, where the state is the owner of the subject land, the written consent of the state, as landowner, may be required. Allocation or entitlement to the state resource is a separate process and will need to be obtained before development commences.

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Question 12

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Date received		Reference numbers	

NOTIFICATION OF ENGAGEMENT OF A PRIVATE CERTIFIER

To _____ Council. I have been engaged as the private certifier for the building work referred to in this application

Date of engagement	Name	BSA Certification license number	Building classification/s

QLEAVE NOTIFICATION AND PAYMENT (For completion by assessment manager or private certifier if applicable.)

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

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Release

IDAS form 5—Material change of use assessable against a planning scheme

(*Sustainable Planning Act 2009* version 3.0 effective 1 July 2013)

This form must be used for development applications for a material change of use assessable against a planning scheme.

You **MUST** complete **ALL** questions that are stated to be a mandatory requirement unless otherwise identified on this form.

For all development applications, you must:

- complete *IDAS form 1—Application details*
- complete any other forms relevant to your application
- provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

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This form can also be completed online using MyDAS at www.dsdip.qld.gov.au/MyDAS

Mandatory requirements

1. Describe the proposed use. (Note: this is to provide additional detail to the information provided in question 1 of *IDAS form 1—Application details*. Attach a separate schedule if there is insufficient space in this table.)

General explanation of the proposed use	Planning scheme definition (include each definition in a new row) (non-mandatory)	No. of dwelling units (if applicable) or gross floor area (if applicable)	Days and hours of operation (if applicable)	No. of employees (if applicable)

2. Are there any current approvals associated with the proposed material change of use? (e.g. a preliminary approval.)

☐ No ☐ Yes—provide details below

List of approval reference/s	Date approved (dd/mm/yy)	Date approval lapses (dd/mm/yy)

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3.	**Does the proposed use involve the following?** (Tick all applicable boxes.)			
The reuse of existing buildings on the premises	☐	No	☐	Yes
New building work on the premises	☐	No	☐	Yes
The reuse of existing operational work on the premises	☐	No	☐	Yes
New operational work on the premises	☐	No	☐	Yes

Mandatory supporting information

4. Confirm that the following mandatory supporting information accompanies this application

Mandatory supporting information	**Confirmation of lodgement**	**Method of lodgement**
All applications		
A site plan drawn to an appropriate scale (1:100, 1:200 or 1:500 are **recommended** scales) which shows the following: • the location and site area of the land to which the application relates (*relevant land*) • the north point • the boundaries of the relevant land • any road frontages of the relevant land, including the name of the road • the location and use of any existing or proposed buildings or structures on the relevant land (note: where extensive demolition or new buildings are proposed, two separate plans [an existing site plan and proposed site plan] may be appropriate) • any existing or proposed easements on the relevant land and their function • the location and use of buildings on land adjoining the relevant land • all vehicle access points and any existing or proposed car parking areas on the relevant land. Car parking spaces for persons with disabilities and any service vehicle access and parking should be clearly marked • for any new building on the relevant land, the location of refuse storage • the location of any proposed retaining walls on the relevant land and their height • the location of any proposed landscaping on the relevant land • the location of any stormwater detention on the relevant land.	☐ Confirmed	
A statement about how the proposed development addresses the local government's planning scheme and any other planning instruments or documents relevant to the application.	☐ Confirmed	
A statement about the intensity and scale of the proposed use (e.g. number of visitors, number of seats, capacity of storage area etc.).	☐ Confirmed	
Information that states: • the existing or proposed floor area, site cover, maximum number of storeys and maximum height above natural ground level for existing or new buildings (e.g. information regarding existing buildings but not being reused) • the existing or proposed number of on-site car parking bays, type of vehicle cross-over (for non-residential uses) and vehicular servicing arrangement (for non-residential uses).	☐ Confirmed ☐ Not applicable	

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A statement addressing the relevant part(s) of the State Development Assessment Provisions (SDAP).	☐ Confirmed ☐ Not applicable	
When the application involves the reuse of existing buildings		
Plans showing the size, location, existing floor area, existing site cover, existing maximum number of storeys and existing maximum height above natural ground level of the buildings to be reused.	☐ Confirmed ☐ Not applicable	
When the application involves new building work (including extensions)		
Floor plans drawn to an appropriate scale (1:50, 1:100 or 1:200 are **recommended** scales) which show the following: • the north point • the intended use of each area on the floor plan (for commercial, industrial or mixed use developments only) • the room layout (for residential development only) with all rooms clearly labelled • the existing and the proposed built form (for extensions only) • the gross floor area of each proposed floor area.	☐ Confirmed	
Elevations drawn to an appropriate scale (1:100, 1:200 or 1:500 are **recommended** scales) which show plans of all building elevations and facades, clearly labelled to identify orientation (e.g. north elevation)	☐ Confirmed	
Plans showing the size, location, proposed site cover, proposed maximum number of storeys, and proposed maximum height above natural ground level of the proposed new building work.	☐ Confirmed ☐ Not applicable	
When the application involves reuse of other existing work		
Plans showing the nature, location, number of on-site car parking bays, existing area of landscaping, existing type of vehicular cross-over (non-residential uses), and existing type of vehicular servicing arrangement (non-residential uses) of the work to be reused.	☐ Confirmed ☐ Not applicable	
When the application involves new operational work		
Plans showing the nature, location, number of new on-site car parking bays, proposed area of new landscaping, proposed type of new vehicle cross-over (non-residential uses), proposed maximum new vehicular servicing arrangement (non-residential uses) of the proposed new operational work.	☐ Confirmed ☐ Not applicable	

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Release

Date: 9 October 2013
Contact: Bianca Clarke
Location: City Development, Nerang
Telephone: (07) 5582 8866
Your reference:
Our reference: PN24963/01/DA1
MCU201300678

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Dear Sir/Madam

ACKNOWLEDGEMENT NOTICE TO APPLICANT

Council acknowledges receipt of the Development Application lodged by:

JMPlanning
C/- Jack Marion
Suite 12A Pier 35 d'Albora Marina
263 - 329 Lorimer Street
PORT MELBOURNE VIC 3207

in relation to development of land / premises described as:

2469 GOLD COAST HIGHWAY MERMAID BEACH

Property Description: **L91 RP179040**

The Development Application seeks approval for the following aspects of development:

Development Approval for making a Material Change of Use Motor Vehicle Repairs, Shop and Caretaker's Residence.

You are advised that the Referral Agencies for this Development Application are:

State Assessment Referral Agency (SARA)
Concurrence Agency

Sustainable Planning Regulation 2009 - Schedule 7, table 2, item 23

Contaminated Land
A Material Change of Use made assessable (on land identified on a Environmental Management Register or Contaminated Land Register) under schedule 3, part 1, table 2, items 6 to 9.

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State Assessment Referral Agency (SARA)
Concurrence Agency

Sustainable Planning Regulation 2009 - Sustainable Planning Regulation 2009 - Schedule 9, Development Impacting on State Transport Infrastructure and thresholds.

Making a material change of use of premises if any part of the land;
(a) is within 25m of a State controlled road; or
(b) is future State controlled road; or
© abuts a road that intersects with a State-controlled road within 100m of the land.

The applicant is required to give to the Referral Agency:

(a) a copy of the application; and
(b) a copy of the acknowledgment notice; and
(c) the fee prescribed under a regulation.

The applicant must give to each referral agency the referral agency material within 20 business days of receipt of the acknowledgement notice or the application will lapse.

It is the applicant's responsibility to provide Council written notification of the date the applicant gave the referral agency the information mentioned above.

The development will not require code assessment.
Please note that all applications will be made available for public viewing on the Gold Coast City Council Planning and Development Online website www.goldcoastcity.com.au/pdonline. When accessing Councils website please use the following Application No: MCU201300678

The development will require impact assessment.

The applicant is advised that Public Notification will be required in accordance with Chapter 6, Part 4 – Division 2 of the *Sustainable Planning Act 2009*.

Please note, pursuant to section 298 of the *Sustainable Planning Act 2009*, *this application will require a 15* business day notification period.

The Council reference number for the purposes of the Public Notification is: PN24963/01/DA1.

Additional to the requirements of the *Sustainable Planning Act 2009*/*Sustainable Planning Regulations 2009* Gold Coast City Council requires that within each notice (i.e. the notice published in the newspaper, the public notice placed on the land, the notice given to the adjoining land owners) the applicant state the following phrase:

Please note that all submissions made in respect to the development application will be made available for public viewing on the Gold Coast City Council Planning and Development Online website www.goldcoastcity.com.au/pdonline. When accessing Councils website please use the following Application No: MCU201300678.

An Information Request will be made by Council as the Assessment Manager.

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The applicant will be advised of details of the Information Request by separate correspondence.

The Development Application is not a Development Application to carry out development under a superseded planning scheme.

Tracking your application

You can view your development applications online and track their progress at goldcoastcity.com.au:

Planning, Building & Environment > Planning & Development Online

Should you wish to clarify any issues contained in this letter, please do not hesitate to contact Planning Assessment area on telephone (07) 5582 8866.

Yours faithfully

sch4p3(3) Prejudice the prote

Michael Moran
SUPERVISING TOWN PLANNER MCU COMPLEX
For the Chief Executive Officer
BC

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City Development
Planning Environment & Transport Directorate
Phone: 5582 8708 Facsimile: 5582 3653
PO Box 5042 GOLD COAST MC QLD 9729

Gold Coast City Council

Application for a Material Change of Use (MCU) and/or Reconfiguring of Lot (ROL)

City of Gold Coast is collecting your personal information in accordance with The Sustainable Planning Act 2009 in order to assist with the assessing of your application. The information will only be used by authorised Council officers for the purpose of assessment, statistical reporting and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

Material Change of Use application	Proposed use Bob Jane T-Mart, Shop, Caretaker's Residence with associated car parking	Preliminary ☐ Code ☐	Impact ☑
Reconfiguration of Lot application	Proposed use	Code ☐	Impact ☐

	☐ Freehold subdivision (FRE) ☐ Subdivision by lease (LE) ☐ Volumetric subdivision (VOL)	☐ Boundary realignment (BR) ☐ Access easement (AE) ☐ Community title (CT)	☐ Management lot subdivision (MAG) ☐ Miscellaneous (MIS)

☑ **Pre-lodgement meeting held?** **Yes** ☑ **No** ☐ **Please refer to Planning Assessment Report**

Note: Combined Material Change of Use, Reconfiguration of Lot and Operational Works applications should address all requirements where relevant.

Correct versions of these forms must be provided to be considered a properly made application		
Mandatory requirements for a 'Properly Made' application *Refer to Section 260 of the Sustainable Planning Act 2009*		
The property owner(s) provide written consent to the making of the application (owner's consent)		**Provided** ☑
Correct application fee as prescribed by current Council budget		**Provided** ☑
All parts of relevant IDAS application forms completed, ensuring that all completed IDAS forms are the current version number		**Provided** ☑
Application forms Relevant SPA IDAS Forms – *Mandatory Requirement*	Application details – *IDAS Form 1*	**Provided** ☑
	Material Change of Use assessable against a planning scheme – *IDAS Form 5* And/or Reconfiguring a Lot – *IDAS Form 7*	**Provided** ☑ ☐

Lodgement requirements

1. Correct number of application copies including all forms and supplementary information
   - 1x digital copy (PDF format)
   - 1x hard copy of planning documentation
   - 3x sets of plans (scaled in A3)
2. Application lodgement information is to be provided in four (4) sections and PDF's
   - application forms (that is IDAS and City of Gold Coast forms, etc)
   - supporting documents (that is Planning report, Code templates, photographs, visual impact analysis, etc)
   - plans and drawings
   - specialist reports (that is arborist report, engineering report, hydraulic report, stormwater management plans, etc)

Please refer to **Lodgement Requirements for DA's Fact Sheet** for full lodgement requirements

FEES

The fees are in accordance with Council's Regulatory Fees and Non-regulatory Charges in place at time of lodgement. A copy of Council's Regulatory Fees and Non-regulatory Charges can be found on Council's website.

Payment options

- Business Partner Account (BP) – please complete details below
- Cash, cheque or credit card at any of Councils branch offices. For branch office locations and operating hours, please refer to Councils web site www.goldcoast.qld.gov.au
- Cheque or money order by post to City of Gold Coast PO Box 5042 GOLD COAST MC QLD 9729. Please ensure you provide adequate reference details or attachments to allow the cheque to appropriately receipted.

Please be advised that payments by credit card will incur a surcharge of 0.60%.

Business partner name		Business partner number	

OFFICE USE ONLY

Date received		Receipt number		Account #	
Received by		Fee paid		AMS Code (if applicable)	
Business partner name				Business partner number	

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Section 1 - Forms

Relevant *Sustainable Planning Act* IDAS forms	Development Application IDAS Assessment Checklists	**Provided** ☑
Relevant City of Gold Coast forms	Form *Application for a Material Change of Use or Reconfiguring of Lot*	**Provided** ☑
	Adopted Infrastructure Charge Proposal Summary If the Adopted Infrastructure Charge Proposal Summary is not applicable, please provide the reasoning below.	☐

Section 2 – Supporting documents

Documentation	**Is this applicable**		**Comments** Please refer to the information notes for further clarification of requirements
	Yes	**No**	
Planning assessment report Refer *to IDAS Form 5 and 7* for mandatory requirements for inclusion in this report.	☑	☐	**Provided** ☑
Economic needs analysis (Material Change of Use only) Refer *to IDAS Form 5* for mandatory requirements for inclusion in this report.	☐	☑	
Visual impact analysis (Material Change of Use only)	☐	☑	
Planning scheme codes ▪ Domain place code ▪ Specific development code ▪ Constraint codes	☑	☐	**Provided** ☑
Miscellaneous ▪ List any additional information provided to support the application	☑	☐	▪ **Drainage Management Plan** ▪ **Acoustic Report** ▪ **Car Parking, Mode of Transport and Traffic Access Survey Report**

Section 3 – Plans and drawings

Plans and drawings (Material Change of Use) ▪ Architectural floor plans and colour elevations ▪ Site plan ▪ Building elevations ▪ Site analysis plan ▪ Other drawings relevant to development	Refer *IDAS Form 5*	**Provided** ☑
Plans and drawings (Reconfiguration of Lot) ▪ Subdivisional proposal plan (site plan) ▪ Slope analysis plan ▪ Site analysis plan ▪ Building envelope plan ▪ Proposed earthworks plan ▪ Photographs ▪ Other drawings relevant to development	Refer *IDAS Form 7*	

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Section 4 – Specialist reports

Environmental health • Acoustic report • Odour/dust management plan • Waste management • Open space management statement	☑	Please also refer to **Acoustic Report** prepared by **TTM Consulting Pty Ltd**
Transport and Traffic • Road traffic assessment report • Other relevant requirements	☑	Please refer to **Car Parking, Mode of Transport and Traffic Access Survey Report**
Has the Department of Main Roads been triggered as a concurrence agency for this proposal? If yes, has pre-lodgement advice been obtained from Main Roads?	Yes ☑ No ☐ Yes ☑ No ☐	Please refer to **Planning Assessment Report**
Hydraulic, water quality and geotechnical engineering • Flood search report • Hydraulics report • Stormwater management plan • Geotechnical report • Dewatering management plan • Lake management study • Waterway study • Water quality management plan • Other relevant requirements	☑	Please refer to **Stormwater Management Plan** prepared by **Storm Water Consulting Pty Ltd**
Environment, open space and landscaping *Refer to Landscape Works Specific Development Code – Sections 2.1 and 6.1.1.* *Refer to Gold Coast City Landscape Strategy Part 2 Landscape Works Documentation Manual Sections B 3.0.* • Statement of landscape intent • Bushfire management plan • Vegetation management plan • Ecological assessment • Open space management statement • Arborist reports • Photographs identifying all trees on the site • Effluent disposal areas • Acid sulphate soils investigation and management plan • Other relevant requirements	☑	Please refer to **Landscape Plan** prepared by **iMOW Pty Ltd**

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Attachments

Information notes providing further clarification of requirements.

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Information notes to assist applicants in completing Material Change of Use and Reconfiguring a Lot forms

To be read in conjunction with the Application for Material Change of Use and Reconfiguring a Lot form www.goldcoast.qld.gov.au.

Guide to Owners Consent Requirements

Refer to section 371 of the *Sustainable Planning Act 2009* for full requirements. Listed below are other requirements. An application is Properly Made if the mandatory requirements part of the approved form is correctly completed. Owner's consent is a mandatory requirement of Application Details *IDAS Form 1*. The term of "owner" of land is defined in Schedule 3 of the *Sustainable Planning Act* to mean: "The person for the time being entitled to receive the rent for the land or would be entitled to receive the rent for it if it is let to a tenant at a rent." Schedule 3 of the *Sustainable Planning Act* further defines "land" to include: "Any estate in, on, over or under land…." Therefore in most instances, the registered property owner is the owner of the land for the purposes of the *Sustainable Planning Act* and must provide owner's consent to the making of the application. If the application is over a number of lots, the owner/s of all lots of the subject of the application must consent to making of the application. Applicants are to provide owner's consent as follows:

Property ownership

If there are multiple owners of a single lot, the consent of each owner of the lot is required (for example, four persons owning one lot requires a signature from each of the four owners).

Corporation/company

Where the owner is identified as a corporation, the following is required:

- the ACN number accompanied with one of the three below:

— the names, titles and signatures of two (2) directors of the company
— the name, title and signature of a director and the company secretary
— where the company has only one (1) director, the name and signature of that director in conjunction with written indication that the company has only one (1) director (that is, sole director)

Body Corporate

Where the owner is identified as a Body Corporate, the following is required:

- Body Corporate Seal and.
- Body Corporate resolution consenting to the proposal (that is, minutes of meeting where proposal was adopted) and,
- two (2) signatures, one of which must be the chairperson

or

- Body Corporate Seal and.
- a letter of consent signed by the chairperson and secretary

or

- signed letter of consent from each lot owner covered by the Body Corporate

Other ownership arrangements

If the land is:

- leased – the lessors of the land must give owner's consent
- dedicated parkland – the owner or the trustee, within the terms of the trust or reserve, must give owner's consent

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Material Change of Use

Section 1 – Forms

Relevant IDAS forms – *Mandatory requirement*

Section 2 – Supporting documents

Planning assessment report	Proposal including covering letter, report, alternate solutions and conclusion. Refer to *IDAS Form 5* for mandatory requirements for inclusion in this report.
Economic Needs Analysis	Provide information if applicable to the nature of the proposal. Refer to *IDAS Form 5* for mandatory requirements for inclusion in this report.
Visual Impact Analysis	Provide a photo montage outlining the proposal.
Codes (Material Change of Use) Relevant to subject site and proposed development to be completed using Council's code table template. The relevance of these codes can be identified by using the property enquiry tool on Council's website. Note: Not all constraint codes triggered by the property enquiry tool may be relevant to your application.	Domain Place Code
	Specific Development Code
	Constraint Code
Miscellaneous	List any additional information provided to support the application.

Section 3 – Plans and drawings

Plans and drawings	Refer to *IDAS Form 5* for mandatory requirements for inclusion in the application.
Other drawings to development including photo montage and colour perspectives.	Please provide details

Section 4 – Specialist reports

Environmental health Railway noise: Applies to noise sensitive development within 100 metres of a rail corridor. Commercial/Industrial operational noise: Applies to commercial/industrial development adjacent to existing/proposed noise sensitive developments.	Acoustic report
Applies to residential development in proximity to industry/commercial activities which release airborne contaminates (for example, asphalt manufacturing plants, marine and/or waterfront industries, bulk landscape supplies, service stations).	Odour/dust management plan
Applies to commercial/industrial/residential development and must have practical, user and environmentally friendly solid waste management storage and collection design. Reference should be made to *the Environmental Protection (Waste Management) Regulation 2000* and the *"Solid Waste Management Guideline for New Developments July 2011 Version 1"*, to address the minimum requirements for refuse facilities and information on refuse vehicle access, egress and manoeuvring.	Waste management

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Transport and traffic	Road traffic assessment report
	Has the Department of Main Roads been triggered as a concurrence agency for this proposal? If yes, has pre-lodgement advice been obtained from Main Roads?
	Any other relevant transport and traffic documents or notes regarding applicability of the required plans and documents.
Hydraulic, water quality and geotechnical engineering	Flood search report
	Hydraulics report
	Stormwater management plan
	Geotechnical report
	Dewatering management plan
	Lake management study
	Waterway study
	Water quality management plan
	Any other relevant hydraulic and water quality documents or notes regarding applicability of the required plans and documents.
Environmental, open space and landscaping *Refer to Landscape Works Specific Development Code – Sections 2.1 and 6.1.1.* *Refer to Gold Coast City Landscape Strategy Part 2 Landscape Works Documentation Manual Section B 3.0*	Statement of landscape intent
	Bushfire management plan
	Vegetation management plan
	Ecological assessment
	Open space management statement
	Arborist reports
	Photographs identifying all trees on the site
Effluent disposal areas	
Acid sulphate soils investigation and management plan	
Any other relevant environmental, open space or landscaping documents or notes regarding applicability of the required plans and documents.	

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Reconfiguring a Lot

Section 1 Forms

Relevant IDAS forms – *Mandatory requirement*

Section 2 – Supporting documents

Planning assessment report	Proposal including covering letter, report and conclusion. Refer to *IDAS Form 7* for mandatory requirements for inclusion in this report.
Codes Relevant to subject site and proposed development to be completed using Council's code table template. The relevance of these codes can be identified by using the property enquiry tool on Council's website. Note: Not all constraint codes triggered by the property enquiry tool may be relevant to your application.	Domain place code Specific development code Constraint code
Photographs	Photographs to support application

Section 3 – Plans and drawings

Plans and drawings	Refer to *IDAS Form 7* for mandatory requirements for inclusion in this application.

Section 4 – Specialist reports

Environmental health An acoustic report is required when: Road noise impacts onto a noise sensitive area. Road noise from a local road (10,000 VPD) or form a state controlled road whereby the local/state controlled is NOT directly adjacent but within 100 metres to the proposed noise sensitive development. OR Road noise from a state controlled or local road (10,000 VPD) directly adjacent to the noise sensitive development. Railway noise Applies to noise sensitive development within 100 metres of a rail corridor. Commercial/industrial operational noise Applies to commercial/ industrial development adjacent to existing/proposed noise sensitive developments.	Acoustic report
Applies to residential development in proximity to industry/commercial activities which release airborne contaminates (for example, asphalt manufacturing plants, marine and/or waterfront industries, bulk landscape supplies, service stations. Applies to commercial/industrial/residential development and must have practical, user and environmentally friendly solid waste management storage and collection design. Reference should be made to the *Environmental Protection (Waste Management) Regulation 2000* and *the "Solid Waste Management Guideline for New Developments July 2011 Version 1"*, to address the minimum requirements for refuse facilities and information on refuse vehicle access, egress and manoeuvring.	Odour/dust management plan Waste management

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Transport and traffic	Road traffic assessment report
	Has the Department of Main Roads been triggered as a concurrence agency for this proposal? If yes, has pre-lodgement advice been obtained from Main Roads?
	Any other relevant transport and traffic documents or notes regarding applicability of the required plans and documents.
Hydraulic, water quality and geotechnical engineering	Flood search report
	Hydraulics report
	Stormwater management plan
	Geotechnical report
	Dewatering management plan
	Lake management study
	Waterway study
	Water quality management plan
	Any other relevant hydraulic and water quality documents or notes regarding applicability of the required plans and documents.
Environmental, open space and landscaping *Refer to Landscape Works Specific Development Code – Sections 2.1 and 6.1.1.* *Refer to Gold Coast City Landscape Strategy Part 2 Landscape Works Documentation Manual Section B 3.0*	Statement of landscape intent
	Bushfire management plan
	Vegetation management plan
	Ecological assessment
	Rehabilitation management plan
	Environmental covenant management plan
	Open space management statement
	Arborist reports
	Effluent disposal areas
	Acid sulphate soils investigation and management plan
	Any other relevant environmental, open space or landscaping documents or notes regarding applicability of the required plans and documents.

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IDAS form 1—Application details

(*Sustainable Planning Act 2009* version 3.0 effective 1 July 2013)

This form must be used for **ALL** development applications.

You **MUST** complete **ALL** questions that are stated to be a mandatory requirement unless otherwise identified on this form.

For all development applications, you must:

complete this form (*IDAS form 1—Application details)*

complete any other forms relevant to your application

provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

All terms used on this form have the meaning given in the *Sustainable Planning Act 2009* (SPA) or the Sustainable Planning Regulation 2009.

This form and any other IDAS form relevant to your application must be used for development applications 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*. Whenever a planning scheme is mentioned, take it to mean land use plan for the strategic port land, Brisbane core port land or airport land.

PLEASE NOTE: This form is not required to accompany requests for compliance assessment.

This form can also be completed online using MyDAS at www.dsdip.qld.gov.au/MyDAS

Mandatory requirements

Applicant details (Note: the applicant is the person responsible for making the application and need not be the owner of the land. The applicant is responsible for ensuring the information provided on all IDAS application forms is correct. Any development permit or preliminary approval that may be issued as a consequence of this application will be issued to the applicant.)

Name/s (individual or company name in full)	JM Planning			
For companies, contact name	sch4p4(6) Jack Manion			
Postal address	Suite 12A Pier 35 d'Albora Marina			
	Suburb	263-329 Lorimer Street, Port Melbourne		
	State	Victoria	Postcode	3207
	Country	Australia		
Contact phone number	sch4p3(3) P 03 9676 2236			
Mobile number (non-mandatory requirement)	sch4p3(3) P 0407 325 662			
Fax number (non-mandatory requirement)				

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Email address (non-mandatory requirement)	jack@jmplanning.com.au
Applicant's reference number (non-mandatory requirement)	

1. What is the nature of the development proposed and what type of approval is being sought?

TableA-Aspect 1 of the application (If there are additional aspects to the application please list in Table B-Aspect 2.)	
a)	What is the nature of the development?
	Material Change of Use
b)	What is the approval type?
	Development permit
c)	Provide a brief description of the proposal, including use definition and number of buildings or structures where applicable (e.g. six unit apartment building defined as a multi-unit dwelling, 30 lot residential subdivision etc.)
	Bob Jane T-Mart defines as motor vehicle repairs, shop and caretaker's residence with associated car parking.
d)	What is the level of assessment? (Please only tick one box.)
	Impact Assessment

2. Location of the premises (Complete Table D and/or Table E as applicable. Identify each lot in a separate row.)

Table D—Street address and lot on plan for the premises or street address and lot on plan for the land adjoining or adjacent to the premises (Note: this table is to be used for applications involving taking or interfering with water). (Attach a separate schedule if there is insufficient space in this table.)

☐ Street address **and** lot on plan (All lots must be listed.)

☐ Street address **and** lot on plan for the land adjoining or adjacent to the premises (Appropriate for development in water but adjoining or adjacent to land, e.g. jetty, pontoon. All lots must be listed.)

Street address					**Lot on plan description**		**Local government area** (e.g. Logan, Cairns)
Lot	Unit no.	Street no.	Street name and official suburb/ locality name	Post-code	Lot no.	Plan type and plan no.	
l		2469	Gold Coast - Mermaid Beach, Gold Coast City - QLD		91	RP179040	Gold Coast City

Planning scheme details (If the premises involves multiple zones, clearly identify the relevant zone/s for each lot in a separate row in the below table. Non-mandatory)

Lot	Applicable zone/precinct	Applicable local plan/precinct	Applicable overlay/s
l	Local Business Domain	PLanning Scheme Domain Map	OM6-4, OM8a, OM8b, OM12-8, OM14-3, OM16-2

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Table E—Premises coordinates (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.) (Attach a separate schedule if there is insufficient space in this table.)

Coordinates (Note: place each set of coordinates in a separate row)				**Zone reference**	**Datum**	**Local government area (if applicable)**
Easting	Northing	Latitude	Longitude			

3. Total area of the premises on which the development is proposed (indicate square metres)

1641.34

4. Current use/s of the premises (e.g. vacant land, house, apartment building, cane farm etc.)

Vacant Land

5. Are there any current approvals (e.g. a preliminary approval) associated with this application? (Non-mandatory requirement)

☒	No	☐	Yes—provide details below

List of approval reference/s	Date approved (dd/mm/yy)	Date approval lapses (dd/mm/yy)

6. Is owner's consent required for this application? (Refer to notes at the end of this form for more information.)

☐	No
☒	Yes—complete either Table F, Table G or Table H as applicable

Table F	
Name of owner/s of the land	
I/We, the above-mentioned owner/s of the land, consent to the making of this application.	
Signature of owner/s of the land	
Date	

Table G	
Name of owner/s of the land	Not Given
☒ The owner's written consent is attached or will be provided separately to the assessment manager	

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Table H	
Name of owner/s of the land	
☐ By making this application, I, the applicant, declare that the owner has given written consent to the making of the application.	

7. Identify if any of the following apply to the premises (Tick all applicable boxes.)

☐ Adjacent to a water body, watercourse or aquifer (e.g. creek, river, lake, canal)—complete Table I

☐ On strategic port land under the *Transport Infrastructure Act 1994*—complete Table J

☐ In a tidal water area—complete Table K

☐ On Brisbane core port land under the *Transport Infrastructure Act 1994* (no table requires completion)

☐ On airport land under the *Airport Assets (Restructuring and Disposal) Act 2008* (no table requires completion)

Table I
Name of water body, watercourse or aquifer

Table J	
Lot on plan description for strategic port land	Port authority for the lot

Table K	
Name of local government for the tidal area (if applicable)	Port authority for the tidal area (if applicable)

8. Are there any existing easements on the premises? (e.g. for vehicular access, electricity, overland flow, water etc)

☒	No	☐	Yes—ensure the type, location and dimension of each easement is included in the plans submitted.

9. Does the proposal include new building work or operational work on the premises? (Including any services)

☒	No	☐	Yes—ensure the nature, location and dimension of proposed works are included in plans submitted

10. Is the payment of a portable long service leave levy applicable to this application? (Refer to notes at the end of this form for more information.)

☒	No—go to question 12	☐	Yes

11. Has the portable long service leave levy been paid? (Refer to notes at the end of this form for more information.)

☐ No

☐ Yes—complete Table L and submit with this application the yellow local government/private certifier's copy of the receipted QLeave form

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Table L		
Amount paid	Date paid (dd/mm/yy)	QLeave project number (6 digit number starting with A, B, E, L or P)

12. Has the local government agreed to apply a superseded planning scheme to this application under section 96 of the *Sustainable Planning Act 2009*?

☒	No
☐	Yes—please provide details below

Name of local government	Date of written notice given by local government (dd/mm/yy)	Reference number of written notice given by local government (if applicable)

13. List below all of the forms and supporting information that accompany this application (Include all IDAS forms, checklists, mandatory supporting information etc. that will be submitted as part of this application. Note: this question does not apply for applications made online using MyDAS)

Description of attachment or title of attachment	**Method of lodgement to assessment manager**
Supporting Information -- Proposal Brief Statement of 2nd aspect	
consent to the making of this application. -- Owner's consent	
Supporting Information -- Proposed plans	
Supporting Information -- Additional Information	
Supporting Information -- Proposal Brief Statement of 1st aspect	
Plan -- Existing easement plan	
Supporting Information -- local government/private certifier	

14. Applicant's declaration

☒ By making this application, I declare that all information in this application is true and correct (Note: it is unlawful to provide false or misleading information)

Notes for completing this form

- Section 261 of the *Sustainable Planning Act 2009* prescribes when an application is a properly-made application. Note, the assessment manager has discretion to accept an application as properly made despite any non-compliance with the requirement to provide mandatory supporting information under section 260(1)(c) of the *Sustainable Planning Act 2009*

Applicant details

- Where the applicant is not a natural person, ensure the applicant entity is a real legal entity.

Question 1

- Schedule 3 of the Sustainable Planning Regulation 2009 identifies assessable development and the type of assessment. Where schedule 3 identifies assessable development as "various aspects of development" the applicant must identify each aspect of the development on Tables A, B and C respectively and as required.

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Question 6

- Section 263 of the *Sustainable Planning Act 2009* sets out when the consent of the owner of the land is required for an application. Section 260(1)(e) of the *Sustainable Planning Act 2009* provides that if the owner's consent is required under section 263, then an application must contain, or be accompanied by, the written consent of the owner, or include a declaration by the applicant that the owner has given written consent to the making of the application. If a development application relates to a state resource, the application is not required to be supported by evidence of an allocation or entitlement to a state resource. However, where the state is the owner of the subject land, the written consent of the state, as landowner, may be required. Allocation or entitlement to the state resource is a separate process and will need to be obtained before development commences.

Question 11

- The *Building and Construction Industry (Portable Long Service Leave) Act 1991* prescribes when the portable long service leave levy is payable.
- The portable long service leave levy amount and other prescribed percentages and rates for calculating the levy are prescribed in the Building and Construction Industry (Portable Long Service Leave) Regulation 2002.

Question 12

- The portable long service leave levy need not be paid when the application is made, but the *Building and Construction Industry (Portable Long Service Leave) Act 1991* requires the levy to be paid before a development permit is issued.
- Building and construction industry notification and payment forms are available from any Queensland post office or agency, on request from QLeave, or can be completed on the QLeave website at www.qleave.qld.gov.au. For further information contact QLeave on 1800 803 481 or visit www.qleave.qld.gov.au.

Privacy—The information collected in this form will be used by the Department of State Development, Infrastructure and Planning (DSDIP), assessment manager, referral agency and/or building certifier in accordance with the processing and assessment of your application. Your personal details should not be disclosed for a purpose outside of the IDAS process or the provisions about public access to planning and development information in the *Sustainable Planning Act 2009*, except where required by legislation (including the *Right to Information Act 2009*) or as required by Parliament. This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

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NOTIFICATION OF ENGAGEMENT OF A PRIVATE CERTIFIER

To _____ Council. I have been engaged as the private certifier for the building work referred to in this application

Date of engagement	Name	BSA Certification license number	Building classification/s

QLEAVE NOTIFICATION AND PAYMENT (For completion by assessment manager or private certifier if applicable.)

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

The *Sustainable Planning Act 2009* is administered by the Department of State Development, Infrastructure and Planning. This form and all other required application materials should be sent to your assessment manager and any referral agencies.

Department of State Development, Infrastructure and Planning
PO Box 15009 City East Qld 4002

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IDAS form 5—Material change of use assessable against a planning scheme

(*Sustainable Planning Act 2009* version 3.0 effective 1 July 2013)

This form must be used for development applications for a material change of use assessable against a planning scheme.

You **MUST** complete **ALL** questions that are stated to be a mandatory requirement unless otherwise identified on this form.

For all development applications, you must:

- complete *IDAS form 1—Application details*
- complete any other forms relevant to your application
- provide any mandatory supporting information identified on the forms as being required to accompany your application.

Attach extra pages if there is insufficient space on this form.

All terms used on this form have the meaning given in the *Sustainable Planning Act 2009* or the Sustainable Planning Regulation 2009.

This form must also be used for material change of use on 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* that requires assessment against the land use plan for that land. Whenever a planning scheme is mentioned, take it to mean land use plan for the strategic port land, Brisbane core port land or airport land.

This form can also be completed online using MyDAS at www.dsdip.qld.gov.au/MyDAS

Mandatory requirements

1. Describe the proposed use. (Note: this is to provide additional detail to the information provided in question 1 of *IDAS form 1—Application details*. Attach a separate schedule if there is insufficient space in this table.)

General explanation of the proposed use	Planning scheme definition (include each definition in a new row) (non mandatory)	No. of dwelling units (if applicable) or gross floor area (if applicable)	Days and hours of operation (if applicable)	No. of employees (if applicable)
Bob Jane T-Mart	Motor Vehicle Repairs			

2. Are there any current approvals associated with the proposed material change of use? (e.g. a preliminary approval.)

☒ No ☐ Yes—provide details below

List of approval reference/s	Date approved (dd/mm/yy)	Date approval lapses (dd/mm/yy)

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3. Does the proposed use involve the following? (Tick all applicable boxes.)

The reuse of existing buildings on the premises	☒	No	☐	Yes
New building work on the premises	☐	No	☒	Yes
The reuse of existing operational work on the premises	☒	No	☐	Yes
New operational work on the premises	☐	No	☒	Yes

Mandatory supporting information

4. Confirm that the following mandatory supporting information accompanies this application

Mandatory supporting information	Confirmation of lodgement	Method of lodgement
All applications		
A site plan drawn to an appropriate scale (1:100, 1:200 or 1:500 are **recommended** scales) which shows the following: • the location and site area of the land to which the application relates (*relevant land*) • the north point • the boundaries of the relevant land • any road frontages of the relevant land, including the name of the road • the location and use of any existing or proposed buildings or structures on the relevant land (note: where extensive demolition or new buildings are proposed, two separate plans an existing site plan and proposed site plan) may be appropriate • any existing or proposed easements on the relevant land and their function • the location and use of buildings on land adjoining the relevant land • all vehicle access points and any existing or proposed car parking areas on the relevant land. Car parking spaces for persons with disabilities and any service vehicle access and parking should be clearly marked • for any new building on the relevant land, the location of refuse storage • the location of any proposed retaining walls on the relevant land and their height • the location of any proposed landscaping on the relevant land • the location of any stormwater detention on the relevant land.	☒Confirmed	
A statement about how the proposed development addresses the local government's planning scheme and any other planning instruments or documents relevant to the application.	☒Confirmed	
A statement about the intensity and scale of the proposed use (e.g. number of visitors, number of seats, capacity of storage area etc.).	☒Confirmed	
Information that states: • the existing or proposed floor area, site cover, maximum number of	☒Confirmed	

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storeys and maximum height above natural ground level for existing or new buildings (e.g. information regarding existing buildings but not being reused) • the existing or proposed number of on-site car parking bays, type of vehicle cross-over (for non-residential uses) and vehicular servicing arrangement (for non-residential uses).	☐ Not Applicable	
A statement addressing the relevant part(s) of the State Development Assessment Provisions (SDAP).	☒ Confirmed ☐ Not Applicable	
When the application involves the reuse of existing buildings		
Plans showing the size, location, existing floor area, existing site cover, existing maximum number of storeys and existing maximum height above natural ground level of the buildings to be reused.	☒ Confirmed ☐ Not Applicable	
When the application involves new building work (including extensions)		
Floor plans drawn to an appropriate scale (1:50, 1:100 or 1:200 are **recommended** scales) which show the following: • the north point • the intended use of each area on the floor plan (for commercial, industrial or mixed use developments only) • the room layout (for residential development only) with all rooms clearly labelled • the existing and the proposed built form (for extensions only) • the gross floor area of each proposed floor area.	☒ Confirmed	
Elevations drawn to an appropriate scale (1:100, 1:200 or 1:500 are **recommended** scales) which show plans of all building elevations and facades, clearly labelled to identify orientation (e.g. north elevation)	☒ Confirmed	
Plans showing the size, location, proposed site cover, proposed maximum number of storeys, and proposed maximum height above natural ground level of the proposed new building work.	☒ Confirmed ☐ Not Applicable	
When the application involves reuse of other existing work		
Plans showing the nature, location, number of on-site car parking bays, existing area of landscaping, existing type of vehicular cross-over (non-residential uses), and existing type of vehicular servicing arrangement (non-residential uses) of the work to be reused.	☒ Confirmed ☐ Not Applicable	
When the application involves new operational work		
Plans showing the nature, location, number of new on-site car parking bays, proposed area of new landscaping, proposed type of new vehicle cross-over (non-residential uses), proposed maximum new vehicular servicing arrangement (non-residential uses) of the proposed new operational work.	☒ Confirmed ☐ Not Applicable	

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Privacy—Please refer to your assessment manager, referral agency and/or building certifier for further details on the use of information recorded in this form.

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Date: 9 October 2013
Contact: Bianca Clarke
Location: City Development, Nerang
Telephone: (07) 5582 8866
Your reference:
Our reference: PN24963/01/DA1
MCU201300678

ABN 84858548460
PO Box 5042 Gold Coast MC
Qld 9729 Australia
Email: gcccmail@goldcoast.qld.gov.au
Web: goldcoastcity.com.au
Administration Centres
Ph: +61 7 5582 8211
135 Bundall Road Surfers Paradise
Fax: +61 7 5581 6346
833 Southport Nerang Road Nerang
Fax: +61 7 5596 3653

JMPlanning
C/- Jack Marlion
Suite 12A Pier 35 d'Albora Marina
263 - 329 Lorimer Street
PORT MELBOURNE VIC 3207

Dear Sir/Madam

ACKNOWLEDGEMENT NOTICE TO APPLICANT

Council acknowledges receipt of the Development Application lodged by:

JMPlanning
C/- Jack Marlion
Suite 12A Pier 35 d'Albora Marina
263 - 329 Lorimer Street
PORT MELBOURNE VIC 3207

in relation to development of land / premises described as:

2469 GOLD COAST HIGHWAY MERMAID BEACH

Property Description: **L91 RP179040**

The Development Application seeks approval for the following aspects of development:

Development Approval for making a Material Change of Use Motor Vehicle Repairs, Shop and Caretaker's Residence.

You are advised that the Referral Agencies for this Development Application are:

State Assessment Referral Agency (SARA)
Concurrence Agency

Sustainable Planning Regulation 2009 - Schedule 7, table 2, item 23

Contaminated Land
A Material Change of Use made assessable (on land identified on a Environmental Management Register or Contaminated Land Register) under schedule 3, part 1, table 2, items 6 to 9.

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Gold Coast City Council

State Assessment Referral Agency (SARA)
Concurrence Agency

Sustainable Planning Regulation 2009 - Sustainable Planning Regulation 2009 - Schedule 9, Development Impacting on State Transport Infrastructure and thresholds.

Making a material change of use of premises if any part of the land;
(a) is within 25m of a State controlled road; or
(b) is future State controlled road; or
© abuts a road that intersects with a State-controlled road within 100m of the land.

The applicant is required to give to the Referral Agency:

(a) a copy of the application; and
(b) a copy of the acknowledgment notice; and
(c) the fee prescribed under a regulation.

The applicant must give to each referral agency the referral agency material within 20 business days of receipt of the acknowledgement notice or the application will lapse.

It is the applicant's responsibility to provide Council written notification of the date the applicant gave the referral agency the information mentioned above.

The development will not require code assessment.
Please note that all applications will be made available for public viewing on the Gold Coast City Council Planning and Development Online website www.goldcoastcity.com.au/pdonline. When accessing Councils website please use the following Application No: MCU201300678

The development will require impact assessment.

The applicant is advised that Public Notification will be required in accordance with Chapter 6, Part 4 – Division 2 of the *Sustainable Planning Act 2009*.

Please note, pursuant to section 298 of the *Sustainable Planning Act 2009*, *this application will require a 15* business day notification period.

The Council reference number for the purposes of the Public Notification is: PN24963/01/DA1.

Additional to the requirements of the *Sustainable Planning Act 2009*/*Sustainable Planning Regulations 2009* Gold Coast City Council requires that within each notice (i.e. the notice published in the newspaper, the public notice placed on the land, the notice given to the adjoining land owners) the applicant state the following phrase:

Please note that all submissions made in respect to the development application will be made available for public viewing on the Gold Coast City Council Planning and Development Online website www.goldcoastcity.com.au/pdonline. When accessing Councils website please use the following Application No: MCU201300678.

An Information Request will be made by Council as the Assessment Manager.

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The applicant will be advised of details of the Information Request by separate correspondence.

The Development Application is not a Development Application to carry out development under a superseded planning scheme.

Tracking your application

You can view your development applications online and track their progress at goldcoastcity.com.au:

Planning, Building & Environment > Planning & Development Online

Should you wish to clarify any issues contained in this letter, please do not hesitate to contact Planning Assessment area on telephone (07) 5582 8866.

Yours faithfully

sch4p3(3) Prejudice the prot

Michael Moran
SUPERVISING TOWN PLANNER MCU COMPLEX
For the Chief Executive Officer
BC

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