

File: 17/24W  
Date: 5 September 2019

Massland Group Pty Ltd  
C/- IB Town planning  
PO Box 501  
**KALLANGUR QLD 4503**

Attention: Ian Buchanan

Dear Mr Buchanan

**Decision Notice – change application – minor change  
(Given under section 83 of the *Planning Act 2016*)  
Material Change of Use  
Lot 1 on RP184539, 20 Hungerford Street, Goondiwindi**

Goondiwindi Regional Council received your change application made under section 78 of the *Planning Act 2016* on 15 August 2019 for the development approval dated 24 August 2017

**Decision for change application**

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Date of decision: 5 September 2019  
Decision details: Make the change and amend existing conditions.

The changes agreed to are:

1. Condition 3 - amend planned references to reflect proposed staging.
2. Condition 13 – amend wording to reflect staging.
3. Condition 15 - amend wording to reflect staging.
4. Condition 16 - amend wording to reflect staging.
5. Condition 21 - amend wording to reflect staging.
6. Condition 23 - amend wording to reflect staging.

If you require any further information, please contact Council's Manager of Planning Services, Mrs Ronnie McMahon, on (07) 4671 7400 or [rmcmahon@grc.qld.gov.au](mailto:rmcmahon@grc.qld.gov.au), who will be pleased to assist.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'RM McMahon', with a long horizontal flourish extending to the right.

**Ronnie McMahon**  
Manager of Planning Service  
Goondiwindi Regional Council

## Decision Notice approval

### Planning Act 2016 section 63

Council File Reference: 17/24W  
Council Contact: Mrs Ronnie McMahon: LMM  
Council Contact Phone: (07) 4671 7400

5 September 2019

**Applicant Details:** Massland Group Pty Ltd  
C/- IB Town Planning  
PO Box 501  
KALLANGUR QLD 4503

Attention: Ian Buchanan

The development application described below was properly made to Goondiwindi Regional Council on 15 August 2019

#### Applicant details

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Applicant name: Ian Buchanan  
Applicant contact details: PO Box 501, Kallangur, QLD, 4503  
[ian@ibtownplanning.com](mailto:ian@ibtownplanning.com)  
0402 355 440

#### Application details

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Application number: 17/24W  
Approval sought: Development permit- Material Change of Use  
Details of proposed development: *"Residential activities" – "Multiple Dwelling" (46 Relocatable Home Units) and Continuing Existing Use of "Residential activities" – "Visitor accommodation" (Caravan park)*

#### Location details

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Street address: 20 Hungerford Street, Goondiwindi  
Real property description: Lot 1 on RP184539

#### Decision

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Date of decision: 5 September 2019  
Decision details: Approved in full. A copy of the amended conditions for the application are included in Attachment 1, showing the approved changes.

#### Details of the approval

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Development permit: Material Change of Use

### Description of requested changes

#### Existing Condition 3

The development shall be in accordance with supporting information supplied by the applicant with the development application including the following plans:

Drawing number	Title	Date
170408.01, AMT 11	Site Layout at:- 20-28 Hungerford St, Goondiwindi Existing Site Plan	28/06/17
170408.02, AMT 11	Site Layout at:- 20-28 Hungerford St, Goondiwindi Proposed Site Plan	28/06/17
170408.03, AMT 11	Relocatable Homes 20-28 Hungerford Street, Goondiwindi Proposed Floor Plan – Relocatable Home	28/06/17
170408.04, AMT 11	Relocatable Homes 20-28 Hungerford Street, Goondiwindi Elevations	28/06/17

Please note these plans are not approved Building Plans. The approved plans are included in **Attachment 2**.

#### Recommendation:

Agree

#### Requested Changes - Condition 3

The development shall be in accordance with supporting information supplied by the applicant with the development application including the following plans:

Drawing number	Title	Date
170408.01, AMT 11	Site Layout at:- 20-28 Hungerford St, Goondiwindi Existing Site Plan	28/06/17
170408.02, AMT 11	Site Layout at:- 20-28 Hungerford St, Goondiwindi Proposed Site Plan	28/06/17
170408.02, AMT 11	Staging Plan	
170408.03, AMT 11	Relocatable Homes 20-28 Hungerford Street, Goondiwindi Proposed Floor Plan – Relocatable Home	28/06/17
170408.04, AMT 11	Relocatable Homes 20-28 Hungerford Street, Goondiwindi Elevations	28/06/17
18315/2, Rev A	One Bedroom Cabin – Floor Plan and Elevations	20/06/19
	Two Bedroom Cabin – Floor Plan	
	Two Bedroom Cabin - Elevations	

Please note these plans are not approved Building Plans. The approved plans are included in **Attachment 2**.

**Existing Condition 13**

The developer shall provide the installation of the required infrastructure to supply an adequate flow and pressure of Council's reticulate potable water supply to all proposed buildings, in accordance with Schedule 1, Division 3: Standards for Water Supply, of the *2006 Planning Scheme for the former Waggamba Shire Council*, to the satisfaction of and at no cost to Council.

**Recommendation:** Agree

**Requested Changes - Condition 13**

Prior to the commencement of the use at each stage, the developer shall provide the installation of the required infrastructure to supply an adequate flow and pressure of Council's reticulate potable water supply to all proposed buildings, in accordance with Schedule 1, Division 3: Standards for Water Supply, of the *2006 Planning Scheme for the former Waggamba Shire Council*, to the satisfaction of and at no cost to Council.

**Existing Condition 15**

The developer shall provide the installation of the required infrastructure to supply adequate disposal of sewerage to Council's sewerage treatment plant to all proposed buildings, in accordance with the Queensland Plumbing and Wastewater Code, to the satisfaction of an at no cost to Council.

**Recommendation:** Agree

**Requested Changes - Condition 15**

Prior to the commencement of the use at each stage, the developer shall provide the installation of the required infrastructure to supply adequate disposal of sewerage to Council's sewerage treatment plant to all proposed buildings, in accordance with the Queensland Plumbing and Wastewater Code, to the satisfaction of an at no cost to Council.

### **Existing Condition 16**

All areas where light vehicles manoeuvre and part shall be constructed to a sealed standard, with the internal layout constructed generally in accordance with the approved plan Drawing No. 170408.02, Proposed Site Plan, dated 28/06/17.

These works shall be designed and constructed in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access of the *2006 Planning Scheme for the former Waggamba Shire Council*, to the satisfaction of and at no cost to council.

These works shall be either constructed or bonded prior to the commencement of the use. The developer shall contact Council's Engineering Services Department to ensure the correct specifications are obtained for all civil works proper to commencement of any works on site.

A qualified Council Officer may inspect construction works at the request of the developer to ensure compliance with this condition.

**Recommendation:** Agree

### **Existing Condition 21**

Prior to the commencement of the use and at all times while the use continues, the site shall be adequately drained and all stormwater shall be disposed of to a legal discharge point in accordance with Schedule 1, Division 5: Standards for Stormwater Drainage of the *2006 Planning Scheme for the former Waggamba Shire Council*, to the satisfaction of and at no cost to Council.

There shall be no change in direction or increase in the volume, concentration or velocity in any overland flow from the site to any

### **Requested Changes - Condition 16**

Prior to the commencement of the use at each stage, all areas where light vehicles manoeuvre and part shall be constructed to a sealed standard, with the internal layout constructed generally in accordance with the approved plan Drawing No. 170408.02, Proposed Site Plan, dated 28/06/17.

These works shall be designed and constructed in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access of the *2006 Planning Scheme for the former Waggamba Shire Council*, to the satisfaction of and at no cost to council.

These works shall be either constructed or bonded prior to the commencement of the use. The developer shall contact Council's Engineering Services Department to ensure the correct specifications are obtained for all civil works proper to commencement of any works on site.

A qualified Council Officer may inspect construction works at the request of the developer to ensure compliance with this condition.

### **Requested Changes - Condition 21**

Prior to the commencement of the use at each stage and at all times while the use continues, the site shall be adequately drained and all stormwater shall be disposed of to a legal discharge point in accordance with Schedule 1, Division 5: Standards for Stormwater Drainage of the *2006 Planning Scheme for the former Waggamba Shire Council*, to the satisfaction of and at no cost to Council.

There shall be no change in direction or increase in the volume, concentration or velocity in any overland flow from the site to any adjoining

adjoining properties unless agreed in writing by Council and the owners of any adjoining properties affected by these changes.	properties unless agreed in writing by Council and the owners of any adjoining properties affected by these changes.
The stormwater system shall be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of waterways.	The stormwater system shall be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of waterways.
<b>Recommendation:</b>	Agree
<b>Existing Condition 23</b>	<b>Requested Changes - Condition 23</b>
Construction works for stormwater shall be undertaken in accordance with the stormwater management plan prepared by Geneng Solutions dated June 2017.	Construction works for stormwater at each stage shall be undertaken in accordance with the stormwater management plan prepared by Geneng Solutions dated June 2017.
<b>Recommendation:</b>	Agree



### Conditions

This approval is subject to the conditions in Attachment 1. The changed conditions are highlighted for clarification in **Attachment 1**.

**All conditions other than those approved to be changed from the original Decision Notice remain relevant and enforceable.**

**All other parts of the original Decision Notice not amended by this Notice remain relevant and enforceable.**

### Further development permits

Please be advised that the following development permits are required to be obtained before the development can be carried out:

1. Approval for Building works under the *Building Act 1975*

### Properly made submissions

Not applicable—No part of the application required public notification.

### Rights of appeal

The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the *Planning Act 2016*. For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the *Planning Act 2016*).

A copy of the relevant appeal provisions are attached.

### Currency period for the approval

This development approval will lapse at the end of the period set out in section 85 of *Planning Act 2016*

- [For material change of use] This approval lapses if the first change of use does not happen within (6 Years).

### Approved plans and specifications

Copies of the following plans are enclosed.

Drawing/report title	Prepared by	Date	Reference no.	Version/issue
<b>Aspect of development: [material change of use]</b>				
Site Layout at:- 20-28 Hungerford St, Goondiwindi Existing Site Plan	Arenkay Building Designs Pty Ltd	28/06/17	170408.01	AMT 11
Site Layout at:- 20-28 Hungerford St, Goondiwindi Proposed Site Plan	Arenkay Building Designs Pty Ltd	28/06/17	170408.02	AMT 11



Staging Plan	IB Town Planning		170408.02	AMT 11
One Bedroom Cabin – Floor Plan and Elevations	Showers Engineering	20/06/19	18315/2	
Two Bedroom Cabin – Floor Plan				
Two Bedroom Cabin - Elevations				

**Attachment 4** is a Notice about decision - Statement of reasons, in accordance with section 63 (5) of the *Planning Act 2016*.

**Attachment 5** is an extract from the *Planning Act 2016*, which details the applicant's appeal rights regarding this decision

If you wish to discuss this matter further, please contact Council's Manager of Planning Services, Mrs Ronnie McMahon, on 07 4671 7400.

Yours Sincerely



**Ronnie McMahon**  
Manager of Planning Services  
Goondiwindi Regional Council

enc     Attachment 1—Amended Assessment manager conditions  
           Attachment 2—Approved plans  
           Attachment 3—Infrastructure Charges Notice  
           Attachment 4—Notice about decision – Statement of reasons  
           Attachment 5—*Planning Act 2016* extracts



## **ATTACHMENTS**

**Attachment 1 – Amended Assessment Manager’s Conditions**

**Attachment 2 – Approved Plans**

**Attachment 3 – Infrastructure Charges Notice**

**Attachment 4 – Notice about decision - Statement of reasons**

**Attachment 5 – *Planning Act 2016* Extracts**

*Planning Act 2016 appeal provisions*

*Planning Act 2016 lapse dates*



**Attachment 1 – Amended Conditions Assessment Manager's**



### **Assessment Manager's Conditions**

<b>Proposed Use:</b>	<i>"Residential activities"</i> <ul style="list-style-type: none"><li>• <i>"Multiple dwellings"</i> (46 Relocatable Homes);</li></ul> And the continuing existing use of: <i>"Residential activities"</i> <ul style="list-style-type: none"><li>• <i>"Visitor accommodation"</i> (Caravan park)</li></ul>
<b>Development:</b>	Material Change of Use – Development Permit
<b>Applicant:</b>	Massland Group Pty Ltd C/- IB Town Planning
<b>Address:</b>	20 Hungerford Street, Goondiwindi
<b>Real Property Description:</b>	Lot 1 on RP184539
<b>Council File Reference:</b>	17/24W

	<b>GENERAL CONDITIONS</b>
<b>1.</b>	Approval is granted for the purpose of a Material Change of Use for: <ul style="list-style-type: none"><li>• <i>"Residential activities"</i> – <i>"Multiple dwellings"</i> (46 Relocatable Homes);</li></ul> And the continuing existing use of: <ul style="list-style-type: none"><li>• <i>"Residential activities"</i> – <i>"Visitor accommodation"</i> (Caravan Park)</li></ul> as defined in the <i>2006 Planning Scheme for the former Waggamba Shire Council</i> .
<b>2.</b>	All conditions must be complied with or bonded prior to the commencement of the use, unless specified in an individual condition.

3.	<p>The development shall be in accordance with supporting information supplied by the applicant with the development application including the following plans:</p> <table><tr><th>Drawing number</th><th>Title</th><th>Date</th></tr><tr><td>170408.01, AMT 11</td><td>Site Layout at:- 20-28 Hungerford St, Goondiwindi Existing Site Plan</td><td>28/06/17</td></tr><tr><td>170408.02, AMT 11</td><td>Site Layout at:- 20-28 Hungerford St, Goondiwindi Proposed Site Plan</td><td>28/06/17</td></tr><tr><td>170408.02, AMT 11</td><td>Staging Plan</td><td></td></tr><tr><td>170408.03, AMT 11</td><td>Relocatable Homes 20-28 Hungerford Street, Goondiwindi Proposed Floor Plan – Relocatable Home</td><td>28/06/17</td></tr><tr><td>170408.04, AMT 11</td><td>Relocatable Homes 20-28 Hungerford Street, Goondiwindi Elevations</td><td>28/06/17</td></tr><tr><td>18315/2, Rev A</td><td>One Bedroom Cabin – Floor Plan and Elevations</td><td>20/06/19</td></tr><tr><td></td><td>Two Bedroom Cabin – Floor Plan</td><td></td></tr><tr><td></td><td>Two Bedroom Cabin - Elevations</td><td></td></tr></table> <p>Please note these plans are not approved Building Plans. The approved plans are included in <b>Attachment 2</b>.</p>	Drawing number	Title	Date	170408.01, AMT 11	Site Layout at:- 20-28 Hungerford St, Goondiwindi Existing Site Plan	28/06/17	170408.02, AMT 11	Site Layout at:- 20-28 Hungerford St, Goondiwindi Proposed Site Plan	28/06/17	170408.02, AMT 11	Staging Plan		170408.03, AMT 11	Relocatable Homes 20-28 Hungerford Street, Goondiwindi Proposed Floor Plan – Relocatable Home	28/06/17	170408.04, AMT 11	Relocatable Homes 20-28 Hungerford Street, Goondiwindi Elevations	28/06/17	18315/2, Rev A	One Bedroom Cabin – Floor Plan and Elevations	20/06/19		Two Bedroom Cabin – Floor Plan			Two Bedroom Cabin - Elevations	
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4.	<p>Complete and maintain the approved development as follows:</p> <ul style="list-style-type: none"><li>(i) Generally in accordance with development approval documents; and</li><li>(ii) Strictly in accordance with those parts of the approved development which have been specified in detail by Council unless Council agrees in writing that those parts will be adequately complied with by amended specifications.</li></ul> <p>All development shall comply with any relevant provisions in the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, Council's standard designs for applicable work and any relevant Australian Standard that applies to that type of work.</p> <p>The development approval documents are the material contained in the development application, approved plans and supporting documentation including any written and electronic correspondence between applicant, Council or any relevant Agencies during all stages of the development application assessment processes.</p>																											
5.	<p>The developer shall contact Council's Engineering Department to ensure the correct specifications are obtained for all civil works prior to commencement of any works onsite.</p>																											

6.	Prior to placing any buildings or erecting any structures on the individual sites a building approval is to be obtained for each such building or structure. Consideration is to be given to including two adaptable housing units within the overall development for people with disabilities (PWD).
<b>OPERATION OF THE USE</b>	
7.	Prior to commencing the use of the extended park area, the operating Licence is to be amended to reflect the additional sites within the park area.
8.	<p>Loading and unloading shall occur generally between the hours of:</p> <p>(a) 7:00am and 6:00pm, Monday to Friday; and</p> <p>(b) 7:00am and 12:00 (noon) on Saturdays.</p> <p>No loading and unloading is to occur on Sundays of Public Holidays.</p>
<b>PUBLIC UTILITIES</b>	
9.	Connection to reticulated electricity shall be retained to the lot, at no cost to Council.
10.	If and when required, the development shall be connected to an adequate telecommunications supply system, at no cost to Council.
11.	The developer is responsible for ensuring Queensland Fire Services requirements are met with respect to this development.
12.	Provision is to be included for fire service and hydrant points to afford sufficient flow pressure for fighting fires in buildings to be placed on the sites.
<b>ESSENTIAL SERVICES</b>	
13.	Prior to the commencement of the use at each stage, the developer shall provide the installation of the required infrastructure to supply an adequate flow and pressure of Council's reticulate potable water supply to all proposed buildings, in accordance with Schedule 1, Division 3: Standards for Water Supply, of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i> , to the satisfaction of and at no cost to Council.
14.	The developer shall ensure that the site is suitably protected for backflow prevention, to the satisfaction of and at no cost to Council.

15.	Prior to the commencement of the use at each stage, the developer shall provide the installation of the required infrastructure to supply adequate disposal of sewerage to Council's sewerage treatment plant to all proposed buildings, in accordance with the Queensland Plumbing and Wastewater Code, to the satisfaction of an at no cost to Council.
	<b>ROADS AND VEHICLES</b>
16.	<p>Prior to the commencement of the use at each stage, all areas where light vehicles manoeuvre and part shall be constructed to a sealed standard, with the internal layout constructed generally in accordance with the approved plan Drawing No. 170408.02, Proposed Site Plan, dated 28/06/17.</p> <p>These works shall be designed and constructed in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, to the satisfaction of and at no cost to council.</p> <p>These works shall be either constructed or bonded prior to the commencement of the use. The developer shall contact Council's Engineering Services Department to ensure the correct specifications are obtained for all civil works proper to commencement of any works on site.</p> <p>A qualified Council Officer may inspect construction works at the request of the developer to ensure compliance with this condition.</p>
17.	<p>A minimum of one (1) car parking space per relocatable home site shall be supplied on-site in accordance with the approved plan Drawing No. 170408.02, Proposed Site Plan, dated 28/06/17.</p> <p>Car parking areas shall be either constructed or bonded prior to the commencement of the use.</p> <p>The developer shall contact Council's Engineering Department to ensure the correct specifications are obtained for all civil works prior to commencement of any works onsite.</p> <p>A qualified Council Officer may inspect construction works at the request of the developer to ensure compliance with this condition.</p>
18.	<p>All site accesses, from the edge of the existing bitumen to the property boundary, shall be retained, or upgraded if required, to a commercial standard in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, to the satisfaction of and at no cost to Council.</p> <p>Crossovers shall be either constructed or bonded prior to the commencement of the use.</p> <p>The developer shall contact Council's Engineering Department to ensure the correct specifications are obtained for all civil works prior to commencement of any works onsite.</p> <p>A qualified Council Officer may inspect construction works at the request of the developer to ensure compliance with this condition.</p>



LANDSCAPING AND FENCING								
19.	<p>Solid screen fencing, 1.8m high, shall be provided along the following boundaries/areas, in accordance with the approved plan Drawing No. 170408.02, Proposed Site Plan, dated 28/06/17:</p> <ul style="list-style-type: none"> <li>• Along the full length of the site's eastern boundary;</li> <li>• Along the site's Hungerford Street boundary, in front of the proposed relocatable home area;</li> <li>• Around the two (2) communal 'Recreation Space' areas in the north-east corner and the south-west corner of the relocatable home area; and</li> <li>• An internal fence from the Billabong north to the existing dump point, north of existing site 61.</li> </ul> <p>The fencing shall be appropriately integrated with the proposed landscaping on site and present an attractive visual appearance to adjoining properties.</p>							
20.	<p>Landscaping shall be provided in accordance with Schedule 3 – Landscaping Requirements of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, and in accordance with the approved plan Drawing No. 170408.02, Proposed Site Plan, dated 28/06/17, with a minimum of ;</p> <ul style="list-style-type: none"> <li>• "Street frontage landscaping", 2m wide, for a distance of 72m in front of the relocatable home area, along the site's frontage to Hungerford Street (excluding vehicle access points), in accordance with Schedule 3, Section 3.2 of the Scheme; and</li> <li>• "Privacy screening landscaping" shall be provided, along the following areas, in accordance with Schedule 3, Section 3.5 of the Scheme: <ul style="list-style-type: none"> <li>i) Along the site's eastern boundary, 1.5m wide, for a distance of 193.735m;</li> <li>ii) Along the site's southern boundary behind the storage space, 1.5m wide, for a distance of 60m; and</li> <li>iii) Along the eastern elevation of the internal fence line separating the relocatable home area from the western caravan/cabin area, 1.0m wide, for a distance of 160m</li> </ul> </li> </ul> <p>All landscaping is to be planted and maintained to the satisfaction of Council and a bond for the amount of \$18,052.20 is payable for the maintenance of landscaping. In recognition of existing landscaping on site, a bond for the amount of <b>\$12,532.20</b> is to be submitted prior to the commencement of the use for the maintenance of landscaping.</p> <p>The bond holding time starts from the acceptance of the works. Council must be contacted by the applicant to request an inspection of the landscaping as soon as possible after completion of planting and payment of bond.</p> <p>If the landscaping complies with Schedule 3 – Landscaping Requirements of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, the applicant will be advised in writing that the bond is accepted.</p> <p>The bond shall be returned in accordance with the following schedule if the landscaping meets the criteria:</p> <table border="1"> <thead> <tr> <th>Time from acceptance of landscaping works</th><th>Criteria</th><th>Bond Refund / Reduction</th></tr> </thead> <tbody> <tr> <td> </td><td> </td><td> </td></tr> </tbody> </table>		Time from acceptance of landscaping works	Criteria	Bond Refund / Reduction			
Time from acceptance of landscaping works	Criteria	Bond Refund / Reduction						

	9 months – From acceptance of works	Landscaping conforms to requirements, is established and maintained. Adequate provision for on-going watering and growth. Any/all replacement plants provided.	50%
	18 months – From acceptance of works	Landscaping is well established (as a guide >50% full growth depending on species). All replacement plants are established. The landscaping intent is being achieved.	25%
	24 months – From acceptance of works	Landscaping is fully established, or within 80% depending on species.	25%
<p>After the required bond holding time has passed, a refund of bond monies will only be considered upon a written request from the person who paid the bond once the required bond holding time has been completed.</p> <p>A Council Officer may inspect landscaping plantings to ensure compliance with this condition and acceptance of the works.</p> <p>Council will hold the funds in trust for a maximum of three years, at which time should work not be carried out and maintained to Council's satisfaction, the bond will be used by Council to have the works performed unless an extension of time is requested by the land owner or applicant and approved by Council.</p> <p><b>To clarify, bonds can only be refunded upon a written request from the person who paid the bond upon the works being satisfactorily maintained for the required bond holding time.</b></p>			
<b>STORMWATER</b>			
<b>21.</b>	<p>Prior to the commencement of the use at each stage and at all times while the use continues, the site shall be adequately drained and all stormwater shall be disposed of to a legal discharge point in accordance with Schedule 1, Division 5: Standards for Stormwater Drainage of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, to the satisfaction of and at no cost to Council.</p> <p>There shall be no change in direction or increase in the volume, concentration or velocity in any overland flow from the site to any adjoining properties unless agreed in writing by Council and the owners of any adjoining properties affected by these changes.</p> <p>The stormwater system shall be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of waterways.</p>		

22.	<p>Stormwater shall not be allowed to pond on the site during the development process and after development has been completed unless the type and size of ponding has been agreed in writing by Council.</p> <p>No ponding, concentration or redirection of stormwater shall occur on adjoining properties unless specifically agreed to in writing by Council and the owners of any adjoining properties affected by these changes.</p>
23.	<p>Construction works for stormwater at each stage shall be undertaken in accordance with the stormwater management plan prepared by Geneng Solutions dated June 2017.</p>
24.	<p>Drainage points discharging stormwater from internal road ways are to be fitted with litter interception traps.</p>
<b>EARTHWORKS AND EROSION CONTROL</b>	
25.	<p>Erosion and sediment control measures shall be in place at the location of all works prior to work commencing and remain until work is completed in accordance with Schedule 1, Division 1: Standards for Construction Activities of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i> to the satisfaction of and at no cost to Council.</p> <p>The developer shall ensure no increase in any silt loads or contaminants in overland flow from the site during the development process and after development has been completed.</p>
26.	<p>Any filling or excavation shall be undertaken in accordance with Schedule 1, Division 1: Standards for Construction Activities of the <i>2006 Planning Scheme for the former Waggamba Shire Council</i>, or to other relevant engineering standards to the satisfaction of and at no cost to Council.</p> <p>Excavation or filling within 1.5m of any site boundary is battered or retained by a wall that does not exceed 1 metre in height.</p>
<b>AVOIDING NUISANCE</b>	
27.	<p>At all times while the use continues, the development shall be conducted in accordance with the provisions of the <i>Environmental Protection Act 1994</i> and all relevant regulations and standards under that Act. All necessary licences under the Act shall be obtained and shall be maintained at all times while the use continues.</p>
28.	<p>At all times while the use continues, provision must be made on site for the collection of general refuse in covered waste containers with a capacity sufficient for the use.</p> <p>Waste receptacles shall be placed in a screened area. The site must maintain a general tidy appearance.</p>

29.	Construction waste is to be contained within an approved skip container or enclosed trailer on site to ensure litter does not become an issue off site. All waste is to be disposed of at the Goondiwindi Waste Facility.
30.	<p>At all times while the use continues, lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.</p> <p>All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties, motorists or the operational safety of the surrounding road network.</p>
31.	At all times while the use continues it shall be operated in such a manner as to ensure that no nuisance shall arise to adjoining premises as a result of dust, noise, lighting, odour, vibration, rubbish, contaminants, stormwater discharge or siltation or any other potentially detrimental impact.
32.	The operator shall be responsible for mitigating any complaints arising from the on-site operations.
33.	<p>Construction works must occur so they do not cause unreasonable interference with the amenity of adjoining premises.</p> <p>During construction the site must be kept in a lean and tidy state at all times.</p>
<b>DEVELOPER'S RESPONSIBILITIES</b>	
34.	Any alteration or damage to roads and/or public infrastructure that is attributable to the progress of works or vehicles associated with the development of the site shall be repaired to Council's satisfaction or the cost of repairs paid to Council.
35.	It is the developer's responsibility to ensure that any contractors and subcontractors have current, relevant and appropriate qualifications and insurances in place to carry out the works.
36.	The developer shall be responsible for meeting all costs reasonably associated with the approved development, unless there is specific agreement by other parties, including the Council, to meeting those costs.
37.	At all times while the use continues, all requirements of the conditions of the development approval must be maintained.

	<b>CHARGES PAID BEFORE USE COMMENCES</b>
<b>38.</b>	All outstanding rates and charges shall be paid to Council prior to the commencement of the use.
	<b>COMMENCEMENT OF USE</b>
<b>39.</b>	<p>At its discretion, Council may accept bonds or other securities to ensure completion of specified development approval conditions or Council may accept cash payments for Council to undertake the necessary work to ensure completion of specified development approval conditions.</p> <p>It may be necessary for Council to use such bonds for the completion of outstanding works without a specific timeframe agreed.</p>
<b>40.</b>	<p>Council must be notified in writing of the date of the commencement of the use within 14 days of commencement.</p> <p>This approval will lapse if the use has not commenced within <b>six years</b> of the date the development approval takes effect, in accordance with the provisions contained in section 85(i)(a) of the <i>Planning Act 2016</i>.</p> <p>Section 86 of the <i>Planning Act 2016</i> sets out how an extension to the period of approval can be requested.</p>
<b>41.</b>	A letter outlining and demonstrating that conditions have been, or will be, complied with shall be submitted to Council and approved by a relevant Officer of Council prior to commencement of the use at each relevant stage. Council Officers may require a physical inspection to confirm that all conditions have been satisfied to relevant standards.
	<b>PLEASE READ CAREFULLY - NOTES AND ADVICE</b>
	Infrastructure Charges as outlined in the Infrastructure Charges Notice included in <b>Attachment 3</b> shall be paid prior to the commencement of the use.

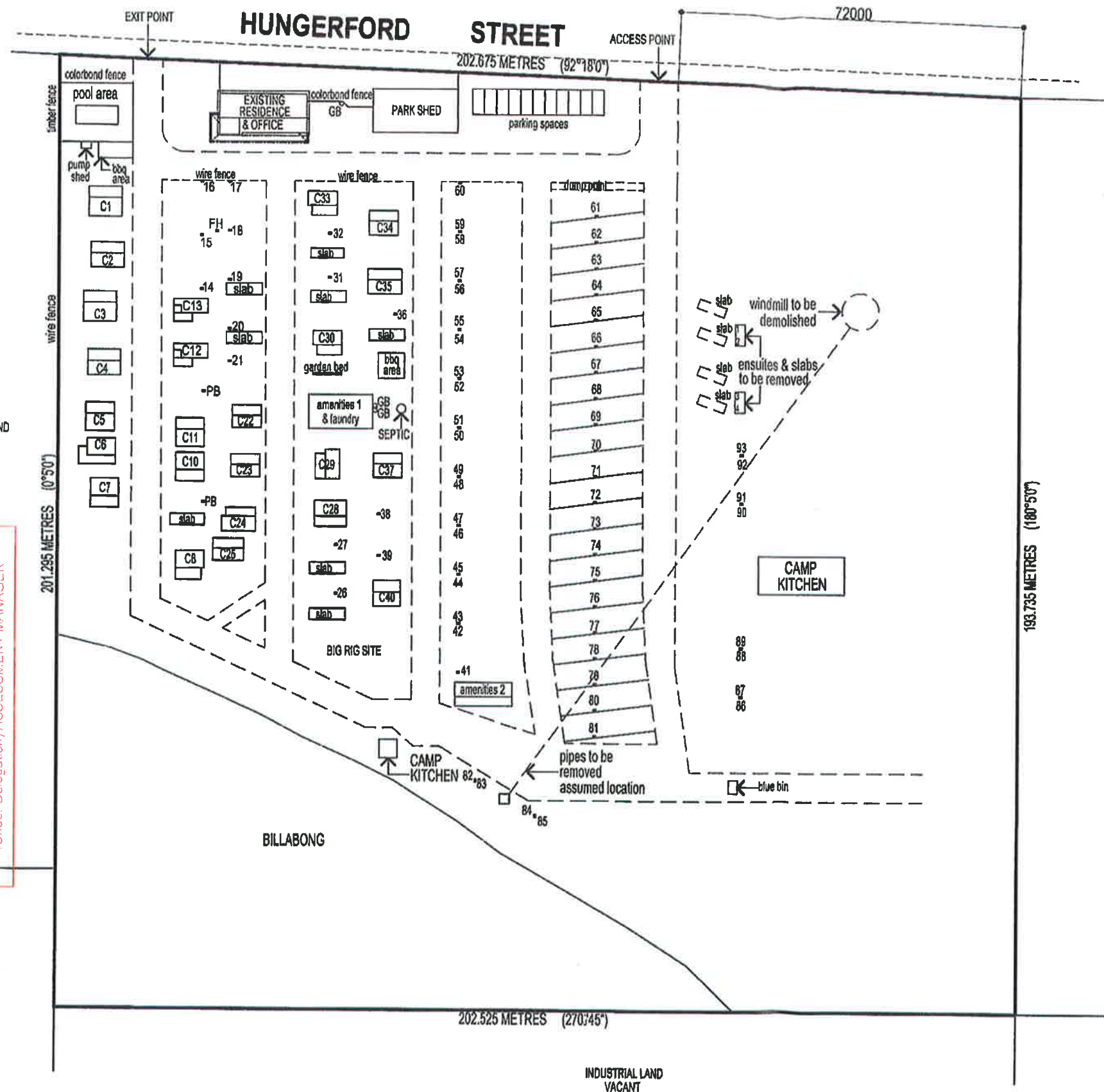
	<p><i>When approval takes effect</i></p> <p>This approval takes effect in accordance with section 85 of the <i>Planning Act 2016</i>.</p> <p><i>When approval lapses</i></p> <p>This approval will lapse if the use has not occurred within the following period, in accordance with the provisions contained in section 85(i)(a) of the <i>Planning Act 2016</i>.</p> <p>(a) If no period stated – <b>6 years</b> after the approval starts to have effect</p> <p>Section 86 of the <i>Planning Act 2016</i> sets out how an extension to the period of approval can be requested.</p>
	<p>It is the applicant's responsibility to obtain all statutory approvals prior to commencement of any works onsite.</p>
	<p>This approval in no way removes the duty of care responsibility of the applicant under the <i>Aboriginal Cultural Heritage Act 2003</i>. Pursuant to Section 23(1) of the <i>Aboriginal Cultural Heritage Act 2003</i>, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").</p>
	<p>This approval in no way authorises the clearing of native vegetation protected under the <i>Vegetation Management Act 1999</i>.</p>
	<p>The approved development does not authorise any deviation from the applicable Australian Standards nor from the application of any laws, including laws covering work place health and safety.</p>



## **Attachment 2 – Approved Plans**







#### REAL PROPERTY DESCRIPTION:

LOCAL GOVERNMENT - GOONDIWINDI REGIONAL COUNCIL  
LOT 1 ON RP 184539  
PARISH - GOONDIWINDI.  
COUNTY - MARSH  
SITE AREA - 4.0 ha

#### SITE DETAILS

building height	5m maximum
storeys	single
existing site coverage	1566.3 sqm (3.9%)

#### NOTES:

**AMENITIES 1 - FEMALE - 5 WC'S**  
- 3 SHOWERS  
- 4 VB'S  
**MALE - 3 WC'S**  
- 1 URINAL  
- 3 SHOWERS  
- 4 VB'S  
**AMENITIES 2 - FEMALE - 3 WC'S**  
- 2 SHOWERS  
- 2 VB'S  
**MALE - 3 WC'S**  
- 1 URINAL  
- 2 SHOWERS  
- 2 VB'S  
**LAUNDRY - 3 WASHING MACHINES**

#### SIGNATURES

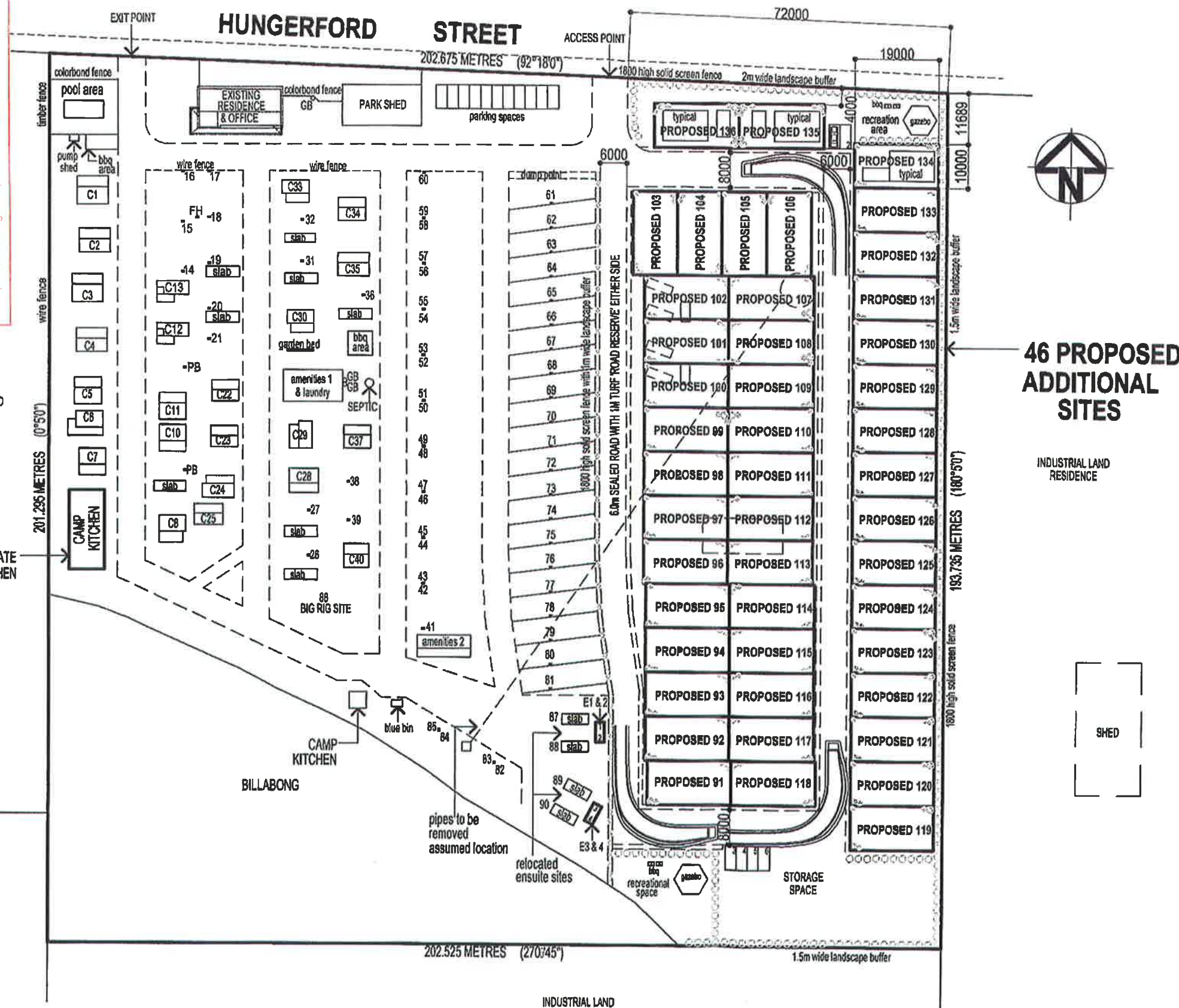
OWNERS:

BUILDER:



GOONDIWINDI REGIONAL COUNCIL  
Approved Plan referred to in Council's Decision Notice  
Council Reference: 17/24 W  
Dated: 24 August 2017  
Signed: Mr. Carl Nanton  
Print Name: Mr. Carl Nanton  
(Under Delegation) ASSESSMENT MANAGER

REAL PROPERTY DESCRIPTION:  
LOCAL GOVERNMENT - GOONDIWINDI REGIONAL COUNCIL  
LOT 1 ON RP 184539  
PARISH - GOONDIWINDI  
COUNTY - MARSH  
SITE AREA - 4.0 ha



SITE DETAILS	
building height	5m maximum
storeys	single
existing site coverage	1566.3 sqm (3.9%)
proposed site coverage	4011.2 sqm (10.0%)
total site coverage	5577.5 sqm (13.9%)

46 PROPOSED  
ADDITIONAL  
SITES

NOTES:

AMENITIES 1 - FEMALE - 5 WC'S  
- 3 SHOWERS  
- 4 VB'S  
MALE - 3 WC'S  
- 1 URINAL  
- 3 SHOWERS  
- 4 VB'S

AMENITIES 2 - FEMALE - 3 WC'S  
- 2 SHOWERS  
- 2 VB'S  
MALE - 3 WC'S  
- 1 URINAL  
- 2 SHOWERS  
- 2 VB'S

LAUNDRY - 3 WASHING MACHINES

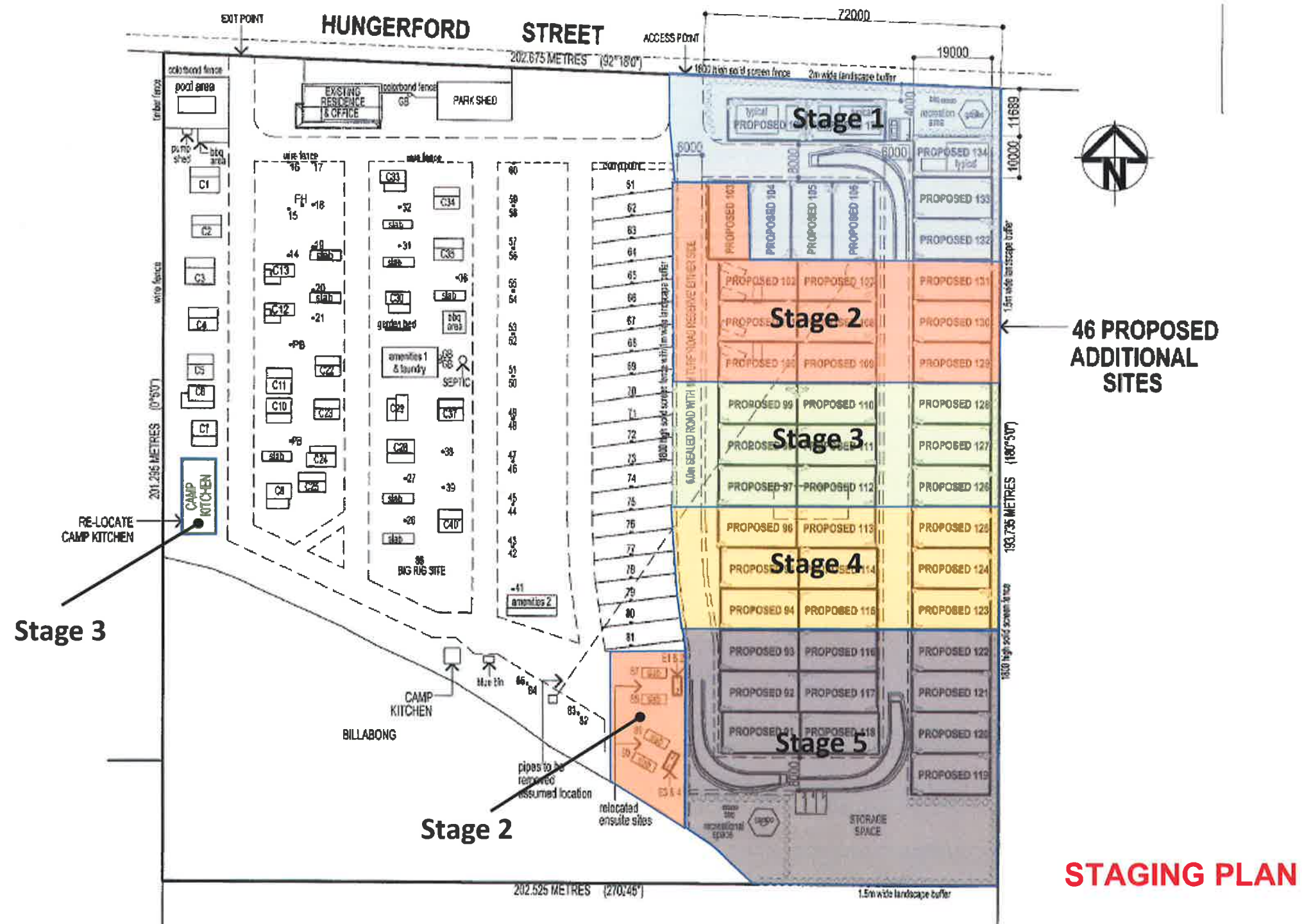
☼ DENOTES APPROX. 3sq.m OF LANDSCAPING  
PER SITE. LOCATIONS TO BE CONFIRMED  
ON SITE.

SIGNATURES

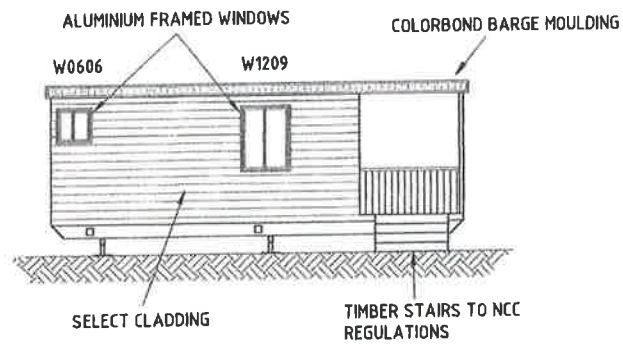
OWNERS:

BUILDER:

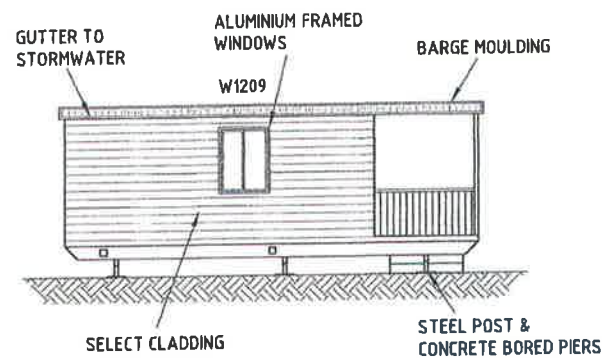




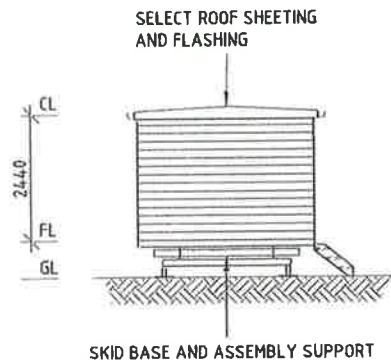
GOONDIWINDI REGIONAL COUNCIL  
 Approved Plan referred to in Council's Decision Notice  
 Council Reference: 17/24W  
 Dated: 5 September 2019  
 Signed: *RM Mc*  
 Print Name: Mrs Ronnie McMahon  
 (Under Delegation) ASSESSMENT MANAGER



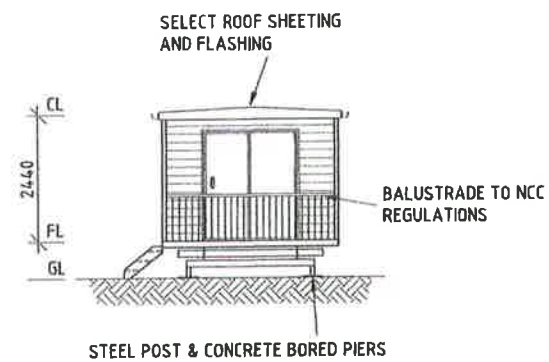
**ELEVATION - A**  
1:100



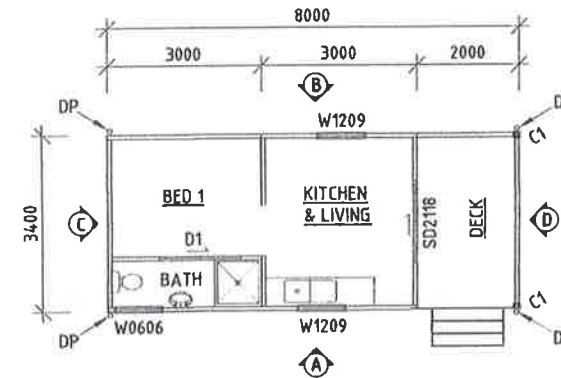
**ELEVATION - B**  
1:100



**ELEVATION - C**  
1:100



**ELEVATION - D**  
1:100



**FLOOR PLAN**  
1:100



**LEGEND**

SW - STORMWATER DISCHARGE (BY OTHERS)  
DP - DOWNPIPE  
NCC - NATIONAL CONSTRUCTION CODE

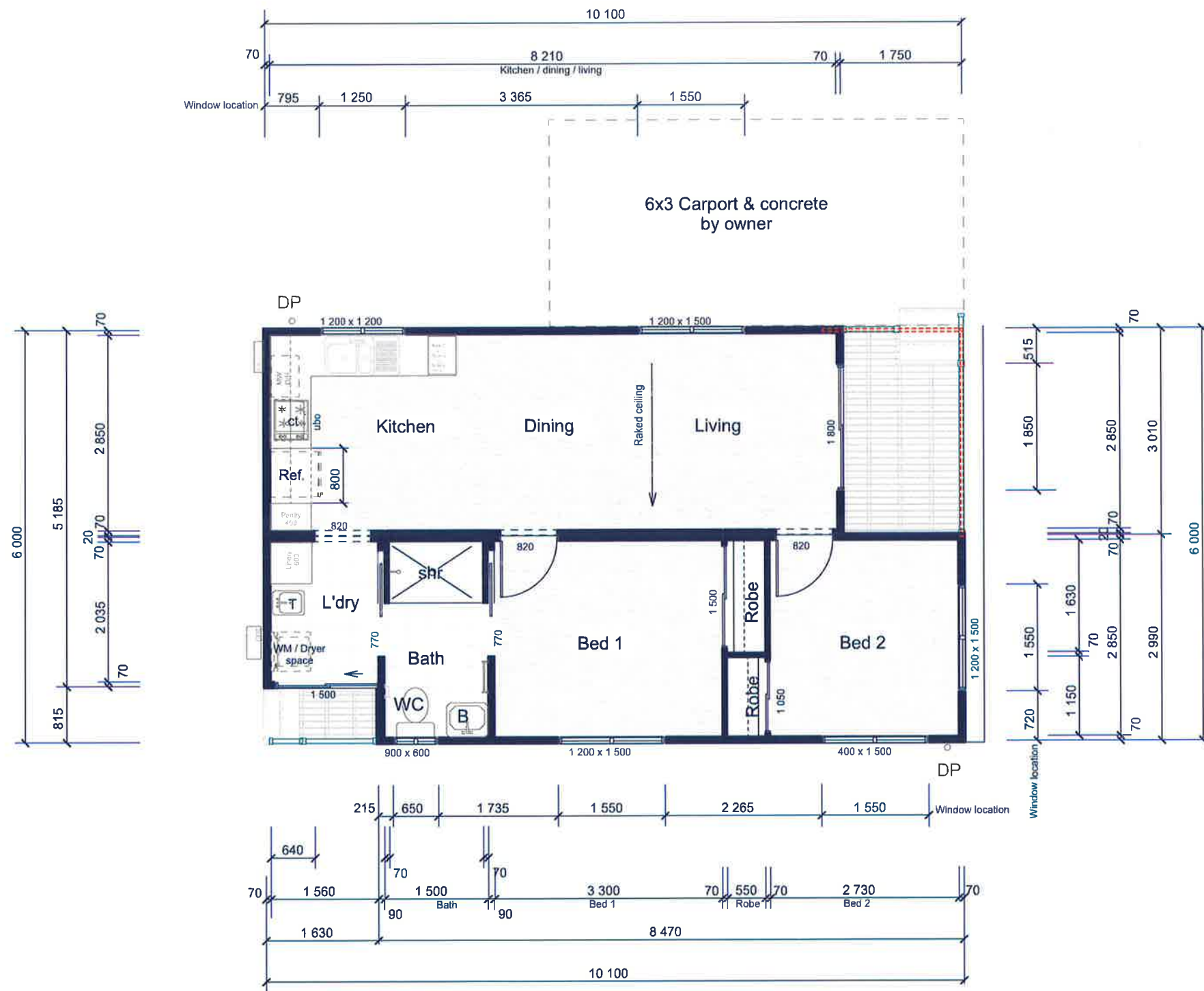
**WINDOW AND DOOR SCHEDULE**

W0606 - 600 D x 600 W ALUMINIUM WINDOW  
W1209 - 1200 D x 900 W ALUMINIUM WINDOW  
SD2118 - 2100 D x 1800 W ALUMINIUM SLIDING DOOR  
D1 - 2100 D x 720 W INTERNAL CAVITY SLIDING DOOR

**ONE BEDROOM CABIN**

 <p><b>SHOWERS ENGINEERING</b> Civil &amp; Structural Engineers</p> <p>Design Suite 12 Building 3 PO Box 590 Robina Inspections Level 2 Lakehouse QLD 4226 Australia Reports 34-36 Glenferrie Drive Phone 07 5578 8088 t showeng@showeng.com ROBINNA QLD 4226</p>				PROJECT 8m x 3.4m TRANSPORTABLE CABIN AT 7 BAKER STREET CAMIRA 4300	
				CLIENT <b>CHACE PORTABLES</b> EMAIL: chace.rsp@gmail.com MOBILE: 0448 962 226	
<p>REV 0 ELEVATIONS ADDED 20.06.19 CLIENT FIRST ISSUE 29.05.19 CLIENT</p> <p>DATE MAY 19 DRAWN SAO</p> <p>DESIGNED RJS SCALE AS SHOWN</p> <p>SIGNED </p> <p>R J SHOWERS RPEQ 1547 MIE Aust SHOWERS ENGINEERING PTY LTD ACN 075 007 144</p>				DRAWING No 18315 /2 5 OF 5 REV A.	

GOONDIWINDI REGIONAL COUNCIL  
Approved Plan referred to in Council's Decision Notice  
Council Reference: 17/24W  
Dated: 5 September 2019  
Signed:   
Print Name: Mrs Ronnie McMahon  
(Under Delegation) ASSESSMENT MANAGER

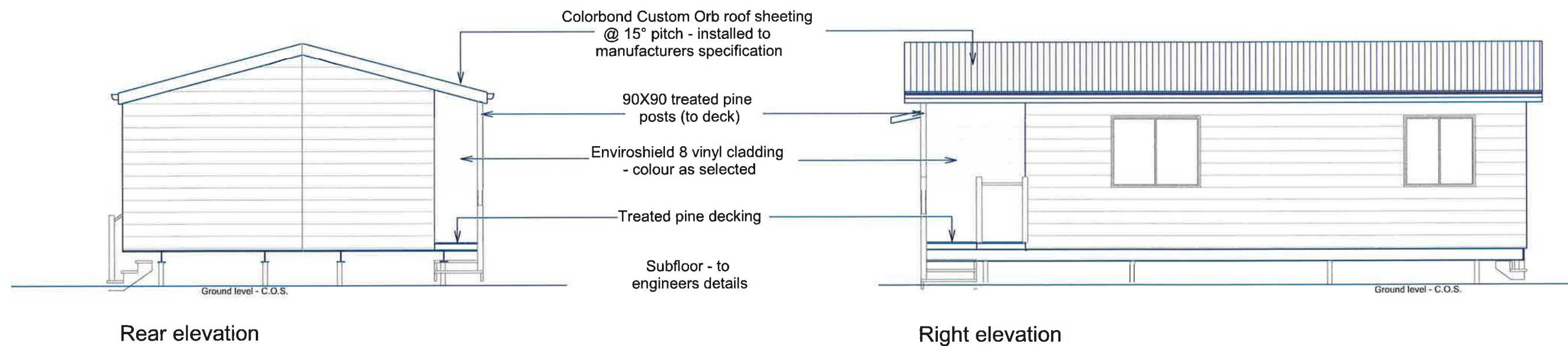
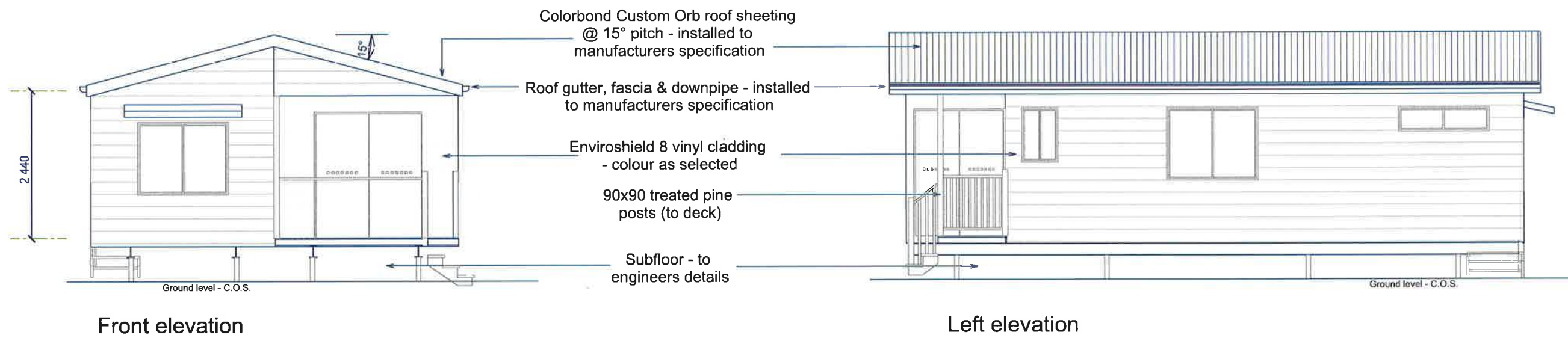


GOONDIWINDI REGIONAL COUNCIL  
 Approved Plan referred to in Council's Decision Notice  
 Council Reference: 17/24W  
 Dated: 5 September 2019  
 Signed: RM McMahon  
 Print Name: Mrs Rennie McMahon  
 (Under Delegation) ASSESSMENT MANAGER

Legend	
	Tiled floor
	Vinyl
Shr	Shower
WC	Toilet
FMF	Fibreglass mesh flyscreen - to opening panel of window
B	Basin / Vanity
P'ty	Pantry
Ref	Fridge Space
S	Sink
ohc	Overhead cupboards
CT	2 burner cooktop
WM	Washing Machine space
T	Laundry tub
TR	Towel rail
HW	Hot water storage - size indicative only

## TWO BEDROOM CABIN





GOONDIWINDI REGIONAL COUNCIL  
 Approved Plan referred to in Council's Decision Notice  
 Council Reference: 17/24W  
 Dated: 5 September 2019  
 Signed: *R M M C*  
 Print Name: Mrs Rennie McMahon  
 (Under Delegation) ASSESSMENT MANAGER

## TWO BEDROOM CABIN



## **Attachment 3 – Infrastructure Charges Notice**







Goondiwindi Customer Service  
Centre  
4 McLean Street  
Goondiwindi  
Inglewood Customer Service  
Centre  
18 Elizabeth Street  
Inglewood

Locked Mail Bag 7  
Inglewood QLD 4387

Telephone: 07 4671 7400  
Fax: 07 4671 7433

Email: [mail@grc.qld.gov.au](mailto:mail@grc.qld.gov.au)

## Amended Infrastructure Charges Notice

<b>Address</b>	20 Hungerford Street, Goondiwindi
<b>Owner</b>	Massland Group Pty Ltd
<b>Applicant</b>	Massland Group Pty Ltd C/- IB Town Planning
<b>Application No.</b>	17/24W
<b>Lot and Survey Plan</b>	Lot 1 on RP184539
<b>Date</b>	5 September 2019
<b>Approval</b>	Development Permit – Material Change of Use

Development Application Details
<i>"Residential activities" – "Multiple dwelling" (46 Relocatable Home units)</i> and Continuing Existing Use of <i>"Residential activities" – "Visitor accommodation" (Caravan park)</i>

Type of Charge	Charge Area (A, B, C, D or E)	Type of Charge	Charge Amount (\$)	Additional Dwelling Unit	Total Charge (\$)
Residential (Multiple Dwelling) 1 or 2 bedroom dwelling unit	A	Residential Development	3,000 per additional dwelling unit	45	135,000

<b>Due Date</b>	At the completion (final building inspection certificate) for each individual dwelling	<b>Total Charge (\$)</b>	135,000
<b>Charge to be paid to</b>	Goondiwindi Regional Council		
<b>Lapse Date</b>	5 September 2025		

Authorised by:

An offset has been applied to this notice for reticulated sewerage, at a rate of \$1,000 per dwelling unit.

Print Name: **Mrs Ronnie McMahon**  
**Manager of Planning Services**

*In accordance with the Planning Act 2016*

### Office Use – Receipt Number

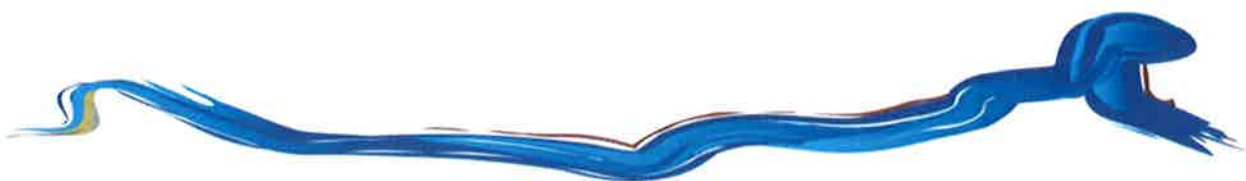
Charges – 1250-1150-0000

Drainage – 1250-1151-0000





**Attachment 4 – Notice about decision - Statement of reasons**



## ***Notice about decision - Statement of reasons***

The following information is provided in accordance with section 63 (5) of the *Planning Act 2016* and must be published on the assessment managers website.

The development application for "*Residential activities*" – "*Multiple dwellings*" (46 Relocatable Homes) and the continuing existing use of "*Residential activities*" – "*Visitor accommodation*" (Caravan park)

17/24W

20 Hungerford Street, Goondiwindi

Lot 1 on RP184539

On 5 September 2019, the above development application was:

- ☒ approved in full or  
☐ approved in part for \_\_\_\_\_ or  
☐ approved in full with conditions or  
☐ approved in part for \_\_\_\_\_ ,  
with conditions or  
☐ refused.

### **1. Reasons for the decision**

The reasons for this decision are:

- *Having regard to the relevant criteria in the Low Impact Industry Zone Code of the Goondiwindi Region Planning Scheme 2018, the proposed changes satisfied all relevant criteria, and were approved.*

### **2. Assessment benchmarks**

The following are the benchmarks applying for this development:

<b>Benchmarks applying for the development</b>	<b>Benchmark reference</b>
<i>Low Impact Industry Zone Code</i>	<i>Goondiwindi Region Planning Scheme 2018: AO1, AO2, AO4.1, AO4.2, PO5, PO7, PO8</i>

### **3. Compliance with benchmarks**

Not applicable, as the proposed change complied with all applicable benchmarks.

### **4. Relevant matters for impact assessable development**

Not required for this minor change application.

### **5. Matters raised in submissions for impact assessable development**

Not required for this minor change application.

### **6. Matters prescribed by Regulation**

Not required for this minor change application.



**Attachment 5 – *Planning Act 2016* Extracts**



# EXTRACT FROM *PLANNING ACT 2016* RELATING TO APPEAL RIGHTS

## Chapter 6 *Dispute Resolution, Part 1 Appeal Rights*

### 229 *Appeals to tribunal or P&E Court*

(1) *Schedule 1 states—*

(a) *matters that may be appealed to—*

- (i) *either a tribunal or the P&E Court; or*
- (ii) *only a tribunal; or*
- (iii) *only the P&E Court; and*

(b) *the person—*

- (i) *who may appeal a matter (the appellant); and*
- (ii) *who is a respondent in an appeal of the matter; and*
- (iii) *who is a co-respondent in an appeal of the matter; and*
- (iv) *who may elect to be a co-respondent in an appeal of the matter.*

(2) *An appellant may start an appeal within the appeal period.*

(3) *The **appeal period** is—*

- (a) *for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency; or*
- (b) *for an appeal against a deemed refusal—at any time after the deemed refusal happens; or*
- (c) *for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or*
- (d) *for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or*
- (e) *for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the*

*deemed approval notice to the assessment manager; or*

- (f) *for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.*

*Note—*

*See the P&E Court Act for the court's power to extend the appeal period.*

(4) *Each respondent and co-respondent for an appeal may be heard in the appeal.*

(5) *If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.*

(6) *To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about—*

- (a) *the adopted charge itself; or*
- (b) *for a decision about an offset or refund—*
  - (i) *the establishment cost of trunk infrastructure identified in a LGIP; or*
  - (ii) *the cost of infrastructure decided using the method included in the local government's charges resolution.*

### 230 *Notice of appeal*

(1) *An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that—*

- (a) *is in the approved form; and*
- (b) *succinctly states the grounds of the appeal.*

(2) *The notice of appeal must be accompanied by the required fee.*

(3) *The appellant or, for an appeal to a tribunal, the registrar must, within the service period, give a copy of the notice of appeal to—*

- (a) *the respondent for the appeal; and*
- (b) *each co-respondent for the appeal; and*
- (c) *for an appeal about a development application under schedule 1, table 1, item 1—each*

principal submitter for the development application; and

(d) for an appeal about a change application under schedule 1, table 1, item 2—each principal submitter for the change application; and

(e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and

(f) for an appeal to the P&E Court—the chief executive; and

(g) for an appeal to a tribunal under another Act—any other person who the registrar considers appropriate.

(4) The **service period** is—

(a) if a submitter or advice agency started the appeal in the P&E Court—2 business days after the appeal is started; or

(b) otherwise—10 business days after the appeal is started.

(5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection (6).

(6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.

### **231 Other appeals**

(1) Subject to this chapter, schedule 1 and the P&E Court Act, unless the Supreme Court decides a decision or other matter under this Act is affected by jurisdictional error, the decision or matter is non-appealable.

(2) The Judicial Review Act 1991, part 5 applies to the decision or matter to the extent it is affected by jurisdictional error.

(3) A person who, but for subsection (1) could have made an application under the Judicial Review Act 1991 in relation to the decision or matter, may apply under part 4 of that Act for a statement of reasons in relation to the decision or matter.

(4) In this section—

**decision** includes—

(a) conduct engaged in for the purpose of making a decision; and

(b) other conduct that relates to the making of a decision; and

(c) the making of a decision or the failure to make a decision; and

(d) a purported decision; and

(e) a deemed refusal.

**non-appealable**, for a decision or matter, means the decision or matter—

(a) is final and conclusive; and

(b) may not be challenged, appealed against, reviewed, quashed, set aside or called into question in any other way under the Judicial Review Act 1991 or otherwise, whether by the Supreme Court, another court, a tribunal or another entity; and

(c) is not subject to any declaratory, injunctive or other order of the Supreme Court, another court, a tribunal or another entity on any ground.

### **232 Rules of the P&E Court**

(1) A person who is appealing to the P&E Court must comply with the rules of the court that apply to the appeal.

(2) However, the P&E Court may hear and decide an appeal even if the person has not complied with rules of the P&E Court.

## **Part 2 Development tribunal**

### **Division 1 General**

#### **233 Appointment of referees**

(1) The Minister, or chief executive, (the appointer) may appoint a person to be a referee, by an appointment notice, if the appointer considers the person—

(a) has the qualifications or experience prescribed by regulation; and

(b) has demonstrated an ability—

(i) to negotiate and mediate outcomes between parties to a proceeding; and

(ii) to apply the principles of natural justice; and

(iii) to analyse complex technical issues; and

(iv) to communicate effectively, including, for example, to write informed succinct and well-organised decisions, reports, submissions or other documents.

(2) The appointer may—

(a) appoint a referee for the term, of not more than 3 years, stated in the appointment notice; and

(b) reappoint a referee, by notice, for further terms of not more than 3 years.

(3) If an appointer appoints a public service officer as a referee, the officer holds the appointment concurrently with any other appointment that the officer holds in the public service.

(4) A referee must not sit on a tribunal unless the referee has given a declaration, in the approved form and signed by the referee, to the chief executive.

(5) The appointer may cancel a referee's appointment at any time by giving a notice, signed by the appointer, to the referee.

(6) A referee may resign the referee's appointment at any time by giving a notice, signed by the referee, to the appointer.

(7) In this section—

**appointment notice means—**

(a) if the Minister gives the notice—a gazette notice; or

(b) if the chief executive gives the notice—a notice given to the person appointed as a referee.

#### **234 Referee with conflict of interest**

(1) This section applies if the chief executive informs a referee that the chief executive proposes to appoint the referee as a tribunal member, and either or both of the following apply—

(a) the tribunal is to hear a matter about premises—

(i) the referee owns; or

(ii) for which the referee was, is, or is to be, an architect, builder, drainer, engineer, planner, plumber, plumbing inspector, certifier, site evaluator or soil assessor; or

(iii) for which the referee has been, is, or will be, engaged by any party in the referee's capacity as an accountant, lawyer or other professional; or

(iv) situated or to be situated in the area of a local government of which the referee is an officer, employee or councillor;

(b) the referee has a direct or indirect personal interest in a matter to be considered by the tribunal, and the interest could conflict with the proper performance of the referee's functions for the tribunal's consideration of the matter.

(2) However, this section does not apply to a referee only because the referee previously acted in relation to the preparation of a relevant local planning instrument.

(3) The referee must notify the chief executive that this section applies to the referee, and on doing so, the chief executive must not appoint the referee to the tribunal.

(4) If a tribunal member is, or becomes, aware the member should not have been appointed to the tribunal, the member must not act, or continue to act, as a member of the tribunal.

#### **235 Establishing development tribunal**

(1) The chief executive may at any time establish a tribunal, consisting of up to 5 referees, for tribunal proceedings.

(2) The chief executive may appoint a referee for tribunal proceedings if the chief executive considers the referee has the qualifications or experience for the proceedings.

(3) The chief executive must appoint a referee as the chairperson for each tribunal.

(4) A regulation may specify the qualifications or experience required for particular proceedings.

(5) After a tribunal is established, the tribunal's membership must not be changed.



### **236 Remuneration**

*A tribunal member must be paid the remuneration the Governor in Council decides.*

### **237 Tribunal proceedings**

- (1) A tribunal must ensure all persons before the tribunal are afforded natural justice.*
- (2) A tribunal must make its decisions in a timely way.*
- (3) A tribunal may—*
  - (a) conduct its business as the tribunal considers appropriate, subject to a regulation made for this section; and*
  - (b) sit at the times and places the tribunal decides; and*
  - (c) hear an appeal and application for a declaration together; and*
  - (d) hear 2 or more appeals or applications for a declaration together.*
- (4) A regulation may provide for—*
  - (a) the way in which a tribunal is to operate, including the qualifications of the chairperson of the tribunal for particular proceedings; or*
  - (b) the required fee for tribunal proceedings.*

### **238 Registrar and other officers**

- (1) The chief executive may, by gazette notice, appoint—*
  - (a) a registrar; and*
  - (b) other officers (including persons who are public service officers) as the chief executive considers appropriate to help a tribunal perform its functions.*
- (2) A person may hold the appointment or assist concurrently with any other public service appointment that the person holds.*

## **Division 2 Applications for declarations**

### **239 Starting proceedings for declarations**

- (1) A person may start proceedings for a declaration by a tribunal by filing an application, in the approved form, with the registrar.*
- (2) The application must be accompanied by the required fee.*

### **240 Application for declaration about making of development application**

- (1) The following persons may start proceedings for a declaration about whether a development application is properly made—*
  - (a) the applicant;*
  - (b) the assessment manager.*
- (2) However, a person may not seek a declaration under this section about whether a development application is accompanied by the written consent of the owner of the premises to the application.*
- (3) The proceedings must be started by—*
  - (a) the applicant within 20 business days after receiving notice from the assessment manager, under the development assessment rules, that the development application is not properly made; or*
  - (b) the assessment manager within 10 business days after receiving the development application.*
- (4) The registrar must, within 10 business days after the proceedings start, give notice of the proceedings to the respondent as a party to the proceedings.*
- (5) In this section—*

#### **respondent means—**

- (a) if the applicant started the proceedings—the assessment manager; or*
- (b) if the assessment manager started the proceedings—the applicant.*

### **241 Application for declaration about change to development approval**

- (1) This section applies to a change application for a development approval if—*
  - (a) the approval is for a material change of use of premises that involves the use of a classified building; and*
  - (b) the responsible entity for the change application is not the P&E Court.*
- (2) The applicant, or responsible entity, for the change application may start proceedings for a*

declaration about whether the proposed change to the approval is a minor change.

- (3) The registrar must, within 10 business days after the proceedings start, give notice of the proceedings to the respondent as a party to the proceedings.

- (4) In this section—

**respondent** means—

- (a) if the applicant started the proceedings—the responsible entity; or
- (b) if the responsible entity started the proceedings—the applicant.

### **Division 3 Tribunal proceedings for appeals and declarations**

#### **242 Action when proceedings start**

If a document starting tribunal proceedings is filed with the registrar within the period required under this Act, and is accompanied by the required fee, the chief executive must—

- (a) establish a tribunal for the proceedings; and
- (b) appoint 1 of the referees for the tribunal as the tribunal's chairperson, in the way required under a regulation; and
- (c) give notice of the establishment of the tribunal to each party to the proceedings.

#### **243 Chief executive excusing noncompliance**

- (1) This section applies if—

- (a) the registrar receives a document purporting to start tribunal proceedings, accompanied by the required fee; and
- (b) the document does not comply with any requirement under this Act for validly starting the proceedings.

- (2) The chief executive must consider the document and decide whether or not it is reasonable in the circumstances to excuse the noncompliance (because it would not cause substantial injustice in the proceedings, for example).

- (3) If the chief executive decides not to excuse the noncompliance, the chief executive must give a notice stating that the document is of no effect,

because of the noncompliance, to the person who filed the document.

- (4) The chief executive must give the notice within 10 business days after the document is given to the chief executive.

- (5) If the chief executive does excuse the noncompliance, the chief executive may act under section 242 as if the noncompliance had not happened.

#### **244 Ending tribunal proceedings or establishing new tribunal**

- (1) The chief executive may decide not to establish a tribunal when a document starting tribunal proceedings is filed, if the chief executive considers it is not reasonably practicable to establish a tribunal.

Examples of when it is not reasonably practicable to establish a tribunal—

- there are no qualified referees or insufficient qualified referees because of a conflict of interest
- the referees who are available will not be able to decide the proceedings in a timely way

- (2) If the chief executive considers a tribunal established for tribunal proceedings—

(a) does not have the expertise to hear or decide the proceedings; or

(b) is not able to make a decision for proceedings (because of a tribunal member's conflict of interest, for example); the chief executive may decide to suspend the proceedings and establish another tribunal, complying with section 242(c), to hear or re-hear the proceedings.

- (3) However, the chief executive may instead decide to end the proceedings if the chief executive considers it is not reasonably practicable to establish another tribunal to hear or re-hear the proceedings.

- (4) If the chief executive makes a decision under subsection (1) or (3), the chief executive must give a decision notice about the decision to the parties to the proceedings.

- (5) Any period for starting proceedings in the P&E Court, for the matter that is the subject of the tribunal proceedings, starts again when the chief

executive gives the decision notice to the party who started the proceedings.

- (6) The decision notice must state the effect of subsection (5).

#### **245 Refunding fees**

The chief executive may, but need not, refund all or part of the fee paid to start proceedings if the chief executive decides under section 244—

- (a) not to establish a tribunal; or
- (b) to end the proceedings.

#### **246 Further material for tribunal proceedings**

- (1) The registrar may, at any time, ask a person to give the registrar any information that the registrar reasonably requires for the proceedings.

Examples of information that the registrar may require—

- material about the proceedings (plans, for example)
- information to help the chief executive decide whether to excuse noncompliance under section 243
- for a deemed refusal—a statement of the reasons why the entity responsible for deciding the application had not decided the application during the period for deciding the application.

- (2) The person must give the information to the registrar within 10 business days after the registrar asks for the information.

#### **247 Representation of Minister if State interest involved**

If, before tribunal proceedings are decided, the Minister decides the proceedings involve a State interest, the Minister may be represented in the proceedings.

#### **248 Representation of parties at hearing**

A party to tribunal proceedings may appear—

- (a) in person; or
- (b) by an agent who is not a lawyer.

#### **249 Conduct of tribunal proceedings**

- (1) Subject to section 237, the chairperson of a tribunal must decide how tribunal proceedings are to be conducted.

- (2) The tribunal may decide the proceedings on submissions if the parties agree.

- (3) If the proceedings are to be decided on submissions, the tribunal must give all parties a notice asking for the submissions to be made to the tribunal within a stated reasonable period.

- (4) Otherwise, the tribunal must give notice of the time and place of the hearing to all parties.

- (5) The tribunal may decide the proceedings without a party's submission (written or oral) if—

- (a) for proceedings to be decided on submissions—the party's submission is not received within the time stated in the notice given under subsection (3); or

- (b) for proceedings to be decided by hearing—the person, or the person's agent, does not appear at the hearing.

- (6) When hearing proceedings, the tribunal—

- (a) need not proceed in a formal way; and
- (b) is not bound by the rules of evidence; and
- (c) may inform itself in the way it considers appropriate; and
- (d) may seek the views of any person; and
- (e) must ensure all persons appearing before the tribunal have a reasonable opportunity to be heard; and
- (f) may prohibit or regulate questioning in the hearing.

- (7) If, because of the time available for the proceedings, a person does not have an opportunity to be heard, or fully heard, the person may make a submission to the tribunal.

#### **250 Tribunal directions or orders**

A tribunal may, at any time during tribunal proceedings, make any direction or order that the tribunal considers appropriate.

Examples of directions—

- a direction to an applicant about how to make their development application comply with this Act
- a direction to an assessment manager to assess a development application, even though the referral agency's response to the assessment manager was to refuse the application

#### **251 Matters tribunal may consider**

- (1) This section applies to tribunal proceedings about—
  - (a) a development application or change application; or
  - (b) an application or request (however called) under the Building Act or the Plumbing and Drainage Act.
- (2) The tribunal must decide the proceedings based on the laws in effect when—
  - (a) the application or request was properly made; or
  - (b) if the application or request was not required to be properly made—the application or request was made.
- (3) However, the tribunal may give the weight that the tribunal considers appropriate, in the circumstances, to any new laws.

#### **252 Deciding no jurisdiction for tribunal proceedings**

- (1) A tribunal may decide that the tribunal has no jurisdiction for tribunal proceedings, at any time before the proceedings are decided—
  - (a) on the tribunal's initiative; or
  - (b) on the application of a party.
- (2) If the tribunal decides that the tribunal has no jurisdiction, the tribunal must give a decision notice about the decision to all parties to the proceedings.
- (3) Any period for starting proceedings in the P&E Court, for the matter that is the subject of the tribunal proceedings, starts again when the tribunal gives the decision notice to the party who started the proceedings.

- (4) The decision notice must state the effect of subsection (3).
- (5) If the tribunal decides to end the proceedings, the fee paid to start the proceedings is not refundable.

#### **253 Conduct of appeals**

- (1) This section applies to an appeal to a tribunal.
- (2) Generally, the appellant must establish the appeal should be upheld.
- (3) However, for an appeal by the recipient of an enforcement notice, the enforcement authority that gave the notice must establish the appeal should be dismissed.
- (4) The tribunal must hear and decide the appeal by way of a reconsideration of the evidence that was before the person who made the decision appealed against.
- (5) However, the tribunal may, but need not, consider—
  - (a) other evidence presented by a party to the appeal with leave of the tribunal; or
  - (b) any information provided under section 246.

#### **254 Deciding appeals to tribunal**

- (1) This section applies to an appeal to a tribunal against a decision.
- (2) The tribunal must decide the appeal by—
  - (a) confirming the decision; or
  - (b) changing the decision; or
  - (c) replacing the decision with another decision; or
  - (d) setting the decision aside, and ordering the person who made the decision to remake the decision by a stated time; or
  - (e) for a deemed refusal of an application—
    - (i) ordering the entity responsible for deciding the application to decide the application by a stated time and, if the entity does not comply with the order, deciding the application; or
    - (ii) deciding the application.

(3) However, the tribunal must not make a change, other than a minor change, to a development application.

(4) The tribunal's decision takes the place of the decision appealed against.

(5) The tribunal's decision starts to have effect—

(a) if a party does not appeal the decision—at the end of the appeal period for the decision; or

(b) if a party appeals against the decision to the P&E Court—subject to the decision of the court, when the appeal ends.

#### **255 Notice of tribunal's decision**

A tribunal must give a decision notice about the tribunal's decision for tribunal proceedings, other than for any directions or interim orders given by the tribunal, to all parties to proceedings.

#### **256 No costs orders**

A tribunal must not make any order as to costs.

#### **257 Recipient's notice of compliance with direction or order**

If a tribunal directs or orders a party to do something, the party must notify the registrar when the thing is done.

#### **258 Tribunal may extend period to take action**

(1) This section applies if, under this chapter, an action for tribunal proceedings must be taken within a stated period or before a stated time, even if the period has ended or the time has passed.

(2) The tribunal may allow a longer period or a different time to take the action if the tribunal considers there are sufficient grounds for the extension.

#### **259 Publication of tribunal decisions**

The registrar must publish tribunal decisions under the arrangements, and in the way, that the chief executive decides.

### **Schedule 1 Appeals**

#### **section 229**

#### **Appeal rights and parties to appeals**

(1) Table 1 states the matters that may be appealed to—

(a) the P&E court; or

(b) a tribunal.

(2) However, table 1 applies to a tribunal only if the matter involves—

(a) the refusal, or deemed refusal of a development application, for—

(i) a material change of use for a classified building; or

(ii) operational work associated with building work, a retaining wall, or a tennis court; or

(b) a provision of a development approval for—

(i) a material change of use for a classified building; or

(ii) operational work associated with building work, a retaining wall, or a tennis court; or

(c) if a development permit was applied for—the decision to give a preliminary approval for—

(i) a material change of use for a classified building; or

(ii) operational work associated with building work, a retaining wall, or a tennis court; or

(d) a development condition if—

(i) the development approval is only for a material change of use that involves the use of a building classified under the Building Code as a class 2 building; and

(ii) the building is, or is proposed to be, not more than 3 storeys; and

(iii) the proposed development is for not more than 60 sole-occupancy units; or

(e) a decision for, or a deemed refusal of, an extension application for a development approval that is only for a material change of use of a classified building; or

(f) a decision for, or a deemed refusal of, a change

application for a development approval that is only for a material change of use of a classified building; or

(g) a matter under this Act, to the extent the matter relates to the Building Act, other than a matter under that Act that may or must be decided by the Queensland Building and Construction Commission; or

(h) a decision to give an enforcement notice—

(i) in relation to a matter under paragraphs (a) to (g); or

(ii) under the Plumbing and Drainage Act; or

(i) an infrastructure charges notice; or

(j) the refusal, or deemed refusal, of a conversion application; or

(l) a matter prescribed by regulation.

(3) Also, table 1 does not apply to a tribunal if the matter involves—

(a) for a matter in subsection (2)(a) to (d)—

(i) a development approval for which the development application required impact assessment; and

(ii) a development approval in relation to which the assessment manager received a properly made submission for the development application; or

(b) a provision of a development approval about the identification or inclusion, under a variation approval, of a matter for the development.

(4) Table 2 states the matters that may be appealed only to the P&E Court.

(5) Table 3 states the matters that may be appealed only to the tribunal.

(6) In each table—

(a) column 1 states the appellant in the appeal; and

(b) column 2 states the respondent in the appeal; and

(c) column 3 states the co-respondent (if any) in the appeal; and

(d) column 4 states the co-respondents by election (if any) in the appeal.

(7) If the chief executive receives a notice of appeal under section 230(3)(f), the chief executive may elect to be a co-respondent in the appeal.

(8) In this section—

**storey** see the Building Code, part A1.1.

**Table 1**

**Appeals to the P&E Court and, for certain matters, to a tribunal**

**1. Development applications**

For a development application other than a development application called in by the

Minister, an appeal may be made against—

(a) the refusal of all or part of the development application; or

(b) the deemed refusal of the development application; or

(c) a provision of the development approval; or

(d) if a development permit was applied for—the decision to give a preliminary approval.

**EXTRACT FROM THE *PLANNING ACT 2016*  
RELATING TO LAPSE DATES**

***Division 4 Lapsing of and extending  
development approvals***

***85 Lapsing of approval at end of current period***

*(1) A part of a development approval lapses at the end of the following period (the **currency period**)—*

*(a) for any part of the development approval relating to a material change of use—if the first change of use does not happen within—*

*(i) the period stated for that part of the approval; or*

*(ii) if no period is stated—6 years after the approval starts to have effect;*

*(b) for any part of the development approval relating to reconfiguring a lot—if a plan for the reconfiguration that, under the Land Title Act, is required to be given to a local government for approval is not given to the local government within—*

*(i) the period stated for that part of the approval; or*

*(ii) if no period is stated—4 years after the approval starts to have effect;*

*(c) for any other part of the development approval if the development does not substantially start within—*

*(i) the period stated for that part of the approval; or*

*(ii) if no period is stated—2 years after the approval starts to take effect.*

*(2) If part of a development approval lapses, any monetary security given for that part of the approval must be released.*