



File:

20/171

Date:

8 September 2020

IOR Petroleum Pty Ltd C/- TFA Project Group PO Box 2339 FORTITUDE VALLEY QLD 4006

Attention: Damien Mackay

Dear Mr Mackay

Decision Notice – approval (with conditions)

Material Change of Use

Lot 2 on SP124620 & Lot 4 on SP124620, 10 Killen Street & 5 Saleyards Road,
Inglewood

We wish to advise that on 8 September 2020 a decision was made to approve the material change of use development application for "Business activities" — "Service station" (Unmanned truck refuelling facility) at Lot 2 on SP124620 & Lot 4 on SP124620, 10 Killen Street & 5 Saleyards Road, Inglewood. In accordance with the *Planning Act 2016*, please find attached Council's Decision Notice for the application.

Please read the conditions carefully as these include actions which must be undertaken **prior to the commencement of the use** as well as requirements for the ongoing operation of the use.

All conditions are required to be either complied with or bonded prior to the commencement of the use. Please note **Condition 38**, which requires a letter to be submitted to Council prior to commencement of the use, outlining and demonstrating compliance with each condition.

The applicant is required to **notify Council in writing of the date of the commencement** of the use, within fourteen (14) business days of commencement.

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, who will be pleased to assist.

Yours faithfully

Ronnie McMahon

RM MCC

Manager of Planning Services Goondiwindi Regional Council

Facsimile

07 4671 7433

Decision Notice approval Planning Act 2016 section 63

Council File Reference:

20/171

Council Contact:

Mrs Ronnie McMahon: LMM

Council Contact Phone:

(07) 4671 7400

8 September 2020

Applicant Details:

IOR Petroleum Pty Ltd

C/- TFA Project Group

PO Box 2339

FORTITUDE VALLEY QLD 4006

Attention: Damien Mackay

The development application described below was properly made to Goondiwindi Regional Council on 16 July 2020.

Applicant details

Applicant name:

IOR Petroleum Pty Ltd

C/- TFA Project Group

Applicant contact details:

Mr Damien Mackay

PO Box 2339, Fortitude Valley, QLD 4006

damien.mackay@tfa.com.au

0437 005 231

Application details

Application number:

20/171

Approval sought:

Development Permit - Material Change of Use

Details of proposed

"Business activities" - "Service station" (Unmanned truck

refuelling facility)

Location details

development:

Street address:

10 Killen Street & 5 Saleyards Road, Inglewood

Real property description:

Lot 2 on SP124620 & Lot 4 on SP124620

Decision

Date of decision:

8 September 2020

Decision details:

Approved in full with conditions. These conditions are set out in Attachment 1 and are clearly identified to indicate whether the assessment manager or a concurrence agency imposed

them.

Details of the approval

The application is not taken to be approved (a deemed approval) under section 64(5) of the *Planning Act 2016*.

The following approvals are given:

	Planning Regulation 2017 reference	Development Permit	Preliminary Approval
Development assessable under the planning scheme, superseded planning scheme, a temporary local planning instrument, a master plan or a preliminary approval which includes a variation approval	N/A		
- building work assessable under the planning scheme			
plumbing or drainage workmaterial change of usereconfiguring a lotoperational work			
Carrying out building work (assessable under the Building Act 1975)	Schedule 9, part 1		
Development on airport land if the land use plan for the airport land states the development is assessable development	Schedule 10, part 1, division 1		ų.
- building work - plumbing or drainage work - material change of use (consistent with the land use plan)			
- reconfiguring a lot - operational work			
Making a material change of use on airport land that is inconsistent with the land use plan for the airport land	Schedule 10, part 1, division 1		
Making a material change of use for a brothel	Schedule 10, part 2, division 2		
Carrying out operational work for the clearing of native vegetation	Schedule 10, part 3, division 2		
Making a material change of use on contaminated land	Schedule 10, part 4, division 1		
Making a material change of use of premises for an environmentally relevant activity	Schedule 10, part 5, division 2		
Making a material change of use of premises for aquaculture	Schedule 10, part 6, division 1, subdivision 1		
Carrying out operational work that is completely or partly in a declared fish habitat area	Schedule 10, part 6, division 2, subdivision 1		

	Planning Regulation 2017 reference	Development Permit	Preliminary Approval
Carrying out operational work that is the removal, destruction or damage of a marine plant	Schedule 10, part 6, division 3, subdivision 1		
Carrying out operational work that is constructing or raising waterway barrier works	Schedule 10, part 6, division 4, subdivision 1		
Making a material change of use for a hazardous chemical facility	Schedule 10, part 7, division 1		
Development on a local heritage place (other than a Queensland heritage place) - building work assessable under the Building Act 1975 - building work assessable under the planning scheme - plumbing or drainage work - material change of use - reconfiguring a lot - operational work	Schedule 10, part 8, division 1, subdivision 1		
Development on or adjoining a Queensland heritage place - building work assessable under the Building Act 1975 - building work assessable under the planning scheme - plumbing or drainage work - material change of use - reconfiguring a lot - operational work	Schedule 10, part 8, division 2, subdivision 1		
Development interfering with koala habitat in koala habitat areas outside koala priority areas	Schedule 10, part 10, division 3, subdivision 1		
Development interfering with koala habitat in koala habitat areas for extractive industries in key resource areas	Schedule 10, part 10, division 4, subdivision 1		
Carrying out operational work for reconfiguring a lot, if the reconfiguration is also assessable development	Schedule 10, part 12, division 1		
Development in a priority port's master planned area that the port overlay for the master planned area states is assessable development - building work - plumbing or drainage work - material change of use - reconfiguring a lot - operational work	Schedule 10, part 13, division 4, subdivision 1		

	Planning Regulation 2017 reference	Development Permit	Preliminary Approval
Development on strategic port land if the land use plan for the strategic port land states the development is assessable development - building work - plumbing or drainage work - material change of use (consistent with the land use plan)	Schedule 10, part 13, division 5, subdivision 1		
- reconfiguring a lot - operational work			
Making a material change of use on strategic port land that is inconsistent with the land use plan	Schedule 10, part 13, division 5, subdivision 1		
Reconfiguring a lot under the Land Title Act 1994	Schedule 10, part 14, division 1		
Making a material change of use of premises for a tourist activity or sport and recreation activity in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 2, subdivision 1		
Making a material change of use of premises for a residential care facility in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 3, subdivision 2		
Making a material change of use of premises for a community activity, other than a residential care facility, in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 3, subdivision 2		
Making a material change of use of premises for indoor recreation in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 4, subdivision 1		
Making a material change of use of premises for a biotechnology industry in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 6, subdivision 2		
Making a material change of use of premises for a service station in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 6, subdivision 2		
Making a material change of use of premises for an urban activity other than a biotechnology industry or service station in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 6, subdivision 2		

V =	Planning Regulation 2017 reference	Development Permit	Preliminary Approval
Making a material change of use of premises for two or more of the following: (i) a community activity (ii) indoor recreation (iii) a sport and recreation activity (iv) a tourist activity (v) an urban activity, in the SEQ regional landscape and rural production area or the SEQ rural living area	Schedule 10, part 16, division 7, subdivision 1		
Carrying out operational work that is tidal works or work carried out completely or partly in a coastal management district	Schedule 10, part 17, division 1		
Carrying out operational work that involves taking, or interfering with, water	Schedule 10, part 19, division 1, subdivision 1		
Development for removing quarry material from a watercourse or lake - building work assessable under the Building Act 1975 - building work assessable under the planning scheme - plumbing or drainage work - material change of use - reconfiguring a lot - operational work	Schedule 10, part 19, division 2, subdivision 1		
Carrying out operational work that is the construction of a dam or relates to a dam.	Schedule 10, part 19, division 3, subdivision 1		
Carrying out operational work for construction of a new category 2 or 3 levee or for modification of an existing category 2 or 3 levee	Schedule 10, part 19, division 4, subdivision 1		
Carrying out operational work that is high impact earthworks in a wetland protection area	Schedule 10, part 20, division 2		
Making a material change of use of premises for a wind farm	Schedule 10, part 21, division 1		

Conditions

This approval is subject to the conditions in Attachment 1.

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 work under the Building Act 1975.

Properly made submissions

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

Referral agencies for the application

The were no referral agencies for this application.

Approved plans and specifications

Copies of the following plans are enclosed.

Drawing/report title	Prepared by	Date	Reference no.	Version/issue		
Aspect of development: [material change of use]						
Proposed Site Layout	TFA Project Group	28.08.2020	20136- DA01	Rev C		
Truck Movement Swept Path	TFA Project Group	31.08.20	20136- DA02	Rev C		
Proposed Elevations	TFA Project Group	09.07.20	20136- DA03	Rev B		
Plan – 2.4x3.0m Ablution	ATCO Structures & Logistics Pty Ltd	24.08.20	200228J- A200	Rev A		
Elevations – 2.4x3.0m Ablution	ATCO Structures & Logistics Pty Ltd	24.08.20	200228J- A300	Rev A		

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 (six (6) years).

Rights of appeal

The rights of an applicant to appeal to a tribunal or the Planning and Environment Court against a decision about a development application are set out in chapter 6, part 1 of the *Planning Act 2016*. For certain 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*).

Appeal by an applicant

An applicant for a development application may appeal to the Planning and Environment Court against the following:

- the refusal of all or part of the development application
- a provision of the development approval
- the decision to give a preliminary approval when a development permit was applied for
- a deemed refusal of the development application.

An applicant may also have a right to appeal to the Development tribunal. For more information, see schedule 1 of the *Planning Act 2016*.

Appeal by an eligible submitter

An eligible submitter for a development application may appeal to the Planning and Environment Court against the decision to approve the application, to the extent the decision relates to:

- any part of the development application that required impact assessment
- a variation request.

The timeframes for starting an appeal in the Planning and Environment Court are set out in section 229 of the *Planning Act 2016*.

Attachment 5 is an extract from the *Planning Act 2016* that sets out the applicant's appeal rights and the appeal rights of a submitter.

To stay informed about any appeal proceedings which may relate to this decision visit: https://planning.dsdmip.qld.gov.au/planning/our-planning-system/dispute-resolution/pe-court-database.

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

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

RMMCC

Manager of Planning Services Goondiwindi Regional Council

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Attachment 1—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 – 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 – Assessment Manager's Conditions

Assessment Manager's Conditions

Proposed Use:	"Business activities" "Service station" (Unmanned truck refuelling facility)			
Development:	Material Change of Use – Development Permit			
Applicant:	IOR Petroleum Pty Ltd C/- TFA Project Group			
Address:	10 Killen Street & 5 Saleyards Road, Inglewood			
Real Property Description:	Lots 2 & 4 on SP124620			
Council File Reference:	20/17I			

	GENERAL CONDITIONS	n 2 temperatum — 1 legen	
1.	Approval is granted for the	e purpose of a Material Change of Use for:	
	"Business activitie	s" – "Service Station" (Unmanned truck ref	uelling facility)
	as defined in the <i>Goondiv</i>	vindi Region Planning Scheme 2018 (Versi	on 2).
2.	All conditions must be counless specified in an indi	omplied with or bonded prior to the communication.	nencement of the use,
3.	associated survey plan s commencement of the us	Lot 4 on SP124620 shall be amalgamated shall be lodged with the Title Registry for the completion of the survey plan being le shall be provided to Council.	or registration prior to
4.		by conditions of this approval, the deving information supplied by the applicant ollowing plans:	
	Drawing Number	Title	Date
	20136-DA01, Rev C	Proposed Site Layout	28.08.2020
	20136-DA02, Rev C	Truck Movement Swept Path	31.08.20
	20136-DA03, Rev B	Proposed Elevations	09.07.20
	200228J-A200, Rev A	Plan – 2.4 x 3.0m Ablution	24.08.20
	200228J-A300, Rev A	Elevations – 2.4 x 3.0m Ablution	24.08.20
	Please note the plans are	not an approved Building Plans.	

- 5. Complete and maintain the approved development as follows:
 - (i) Generally in accordance with development approval documents; and
 - (ii) Strictly in accordance with those parts of the approved development which have been specified in detail by the Council unless Council agrees in writing that those parts will be adequately complied with by amended specifications.

All development shall comply with any relevant provisions in the *Goondiwindi Region Planning Scheme 2018 (Version 2)*, Council's standard designs for applicable work and any relevant Australian Standard that applies to that type of work.

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.

- 6. 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.
- 7. Prior to any structures being placed or constructed on site, a building approval is required to be obtained from an Accredited Building Certifier for:-
 - Fuel cell container
 - Amenities building
 - Any free standing sign structures.
- 8. It is the developer responsibility to obtain all other statutory approvals required prior to commencement of any works on site.

ESSENTIAL SERVICES

9. Prior to the commencement of the use, the development shall be connected to Council's reticulated water supply system, in accordance with Schedule 6.2 Planning Scheme Policy 1 – Land Development Standards in the *Goondiwindi Region Planning Scheme 2018 (Version 2)*, to the satisfaction of and at no cost to Council.

The developer shall provide all necessary water infrastructure to enable the development to be serviced to relevant engineering standards and to the satisfaction of Council.

The development shall be connected to an appropriately designed and installed onsite wastewater treatment facility, in accordance with the Queensland Plumbing and Wastewater Code, to the satisfaction of and at no cost to Council. All sewer infrastructure (including effluent disposal areas) shall be fully located within site boundaries, to the satisfaction of and at no cost to Council. The system shall be installed at the plumbing application stage.

PUBLIC UTILITIES

- 11. The development shall be connected to an adequate electricity and telecommunications supply system, at no cost to Council, when required.
- The unisex toilet for use by clients using the facility is to be connected to an approved onsite disposal area. The onsite sewerage system is to be approved by Council's Water & Sewerage Department prior to the building being installed on the site and tied down.

ROADS AND VEHICLES

All site accesses, from the edge of the existing bitumen to the property boundary, shall be constructed to a sealed industrial standard in accordance with Schedule 6.2.1 – Standard Drawing in Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the *Goondiwindi Region Planning Scheme 2018 (Version 2)* and the approved plan Drawing No. 20136-DA01, Rev C, to the satisfaction of and at no cost to Council.

The design of the proposed crossovers shall be certified by a Registered Professional Engineer of Queensland (RPEQ). The design vehicle shall be a 36.5m long A-Double.

Crossovers shall be either constructed or bonded prior to the commencement of the use.

The developer shall contact Council's Engineering Department to ensure the correct specifications are obtained for all civil works prior to the commencement of any works onsite.

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

All areas where vehicles regularly manoeuvre and park shall be constructed to a sealed industrial standard in accordance with Schedule 6.2.1 – Standard Drawing in Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the *Goondiwindi Region Planning Scheme 2018 (Version 2)* and the approved plan Drawing No. 20136-DA01, Rev C, to the satisfaction of and at no cost to Council...

The design of the surfacing shall be certified by a Registered Professional Engineer of Queensland (RPEQ). The design vehicle shall be a 36.5m long A-Double.

Directional Signage shall be installed to ensure all traffic enters from Saleyards Road and exits via Killen Street, in accordance with the approved plans.

Parking and manoeuvring areas shall be either constructed or bonded prior to the commencement of the use

The developer shall contact Council's Department of Engineering Services to ensure the correct specifications are obtained for all civil works prior to the 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.

- 15. Vehicle manoeuvring areas shall be provided so that all vehicles, including heavy vehicles, associated with the use can enter and leave the site in a forward direction.
- 16. Council is in the process of designing and seeking funding for the upgrade of the intersection of Tomkins and Killen Streets to accommodate the turning movement of a 36.5m long A-Double vehicle.

Prior to the completion of these upgrade works, access to the site shall be restricted to a maximum 19m long general access vehicle.

17. Prior to access being granted to Multi Combination vehicles, the applicant shall undertake minor widening of the Northern side of Killen Street in the vicinity of the exit crossover.

The developer shall contact Council's Department of Engineering Services to ensure the correct specifications are obtained for all civil works prior to the commencement of any works on site.

18. Access to certain permitted Multi Combination vehicles may be granted prior to completion of these works subject to a satisfactory trial demonstration.

LANDSCAPING AND FENCING

- 19. Landscaping shall be provided in accordance with Schedule 6.3 Planning Scheme Policy 1 land Development Standards of the *Goondiwindi Region Planning Scheme 2018 (Version 2)*, and in accordance with the approval plan Drawing No. 20136-DA01, Rev C, with a minimum of:
 - "Street frontage landscaping," along the site's Saleyards Road frontage, excluding vehicle access points, in accordance with the approved plan Drawing Number 20136-DA01, Rev C, for a distance 16m at a width of 2m: and
 - "Street frontage landscaping," along the site's Killen Street frontage, excluding vehicle access points, in accordance with the approved plan, "Drawing Number 20136-DA01, Rev C, for a distance of 10m at a width of 2m.

All landscaping and tree plantings are to be planted and maintained to the satisfaction of Council. A bond for the amount of **\$1,300.00** is to be submitted prior to the commencement of the use for the maintenance of landscaping.

The bond holding time starts from the acceptance of 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.

If the landscaping complies with Schedule 6.3 – Planning Scheme Policy 1 – land Development Standards of the *Goondiwindi Region Planning Scheme 2018 (Version 2)*, the applicant will be advised in writing that the bond is accepted.

The bond shall be returned in accordance with the following schedule if the landscaping meets the criteria:

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%

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.

A Council Officer may inspect landscaping plantings to ensure compliance with this condition and acceptance of the works.

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.

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.

STORMWATER

Prior to the commencement of the use, the site shall be adequately drained and all stormwater shall be disposed of to a legal point of discharge in accordance with Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the Goondiwindi Region Planning Scheme 2018 (Version 2), to the satisfaction of and at no cost to Council.

Any increase in volume, concentration or velocity of stormwater from the site shall be channelled to lawful points of discharge or to other storage or dispersal arrangements which all must be agreed to in writing by 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 properties unless agreed in writing by Council and the owners of any adjoining properties affected by these changes.

The stormwater disposal system shall be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of waterways.

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.

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.

22. The design of the final site's stormwater network taking water from the oily water treatment system is to be submitted for approval prior to construction commencing on the system. It is noted that the refuelling pad does not have a canopy/roof over the refuelling area.

The treatment system and stormwater is to be designed and constructed in accordance with the Guideline "Stormwater & environmentally relevant activities" prepared by the Department of Environment and Science, Version 1.03 dated 9 October 2019.

The point of discharge from the Oily Water management system is to be directed clear of the onsite sewage management system to ensure the disposal field is not impact by additional stormwater discharges on the site.

A copy of the service contract is to be provided to Council, along with service records of:

- (a) Date and volume of material removed by the contractor;
- (b) Final destination of where the material was disposed.

EARTHWORKS AND EROSION CONTROL

23. Any filling or excavation shall be undertaken in accordance with Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the *Goondiwindi Region Planning Scheme 2018 (Version 2)* or to other relevant engineering standards to the satisfaction of and at no cost to Council.

Excavation or filling within 1.5 metres of any site boundary is battered or retained by a wall that does not exceed 1 metre in height.

24. All works associated with the development must be carried out in a manner that minimises erosion and controls sediment. Best practice 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 6.2 – Planning Scheme Policy 1 – Land Development Standards of the Goondiwindi Region Planning Scheme 2018 (Version 2) or in accordance with other relevant engineering standards to the satisfaction of and at no cost to Council.

Control procedures are to be established to ensure sediment from the site is not deposited off site. 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.

ENVIRONMENTAL CONTROLS

25. An Emergency Management Plan is to be developed for the site with signage erected onsite providing contact numbers of persons and emergency services to activate the plan. A copy of the plan is to be provided to Council prior to the site commencing operations.

An approved petroleum spill kit is to be provided on site and maintained. Signage is to be placed on site to ensure clients are able to correctly use and report any minor spill events.

All emergency events are to be recorded and be available for inspection by an authorised officer of Council or representative of the State Environmental Protection Authority.

Flammable and combustible liquids are to be stored in accordance with the guideline set down by the Office of Industrial Relations under the Work Health and Safety Act 2011.

AVOIDING NUISANCE

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. Waste receptacles shall be placed in a screened area. The site must maintain a general tidy appearance.

27. At all times while the use continues, the development shall be conducted in accordance with the provisions of the Environmental Protection Act 1994 (the Act) and all relevant regulations and standards under that Act. All necessary licences, permits and approvals under the Act and all regulatory provisions and legislation shall be obtained and shall be maintained at all times while the use continues. At all times while the use continues, lighting of the site, including any security lighting, shall 28. 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. 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. At all times while the use continues it shall be operated in such a manner as to ensure that 29. 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. 30. The operator shall be responsible for mitigating any complaints arising from on-site operations. 31. Construction works must occur so they do not cause unreasonable interference with the amenity of adjoining premises. The site must be kept in a clean and tidy state at all times during construction. DEVELOPER'S RESPONSIBILITIES Any alteration or damage to roads and/or public infrastructure that is attributable to the 32. progress of works or associated with the use of the site shall be repaired to Council's satisfaction or the cost of repairs paid to Council. It is the developer's responsibility to ensure that any contractors and subcontractors have 33. current, relevant and appropriate qualifications and insurances in place to carry out the works. 34. 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. At all times while the use continues, all requirements of the conditions of the development 35. approval must be maintained.

COMMENCEMENT OF USE

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.

It may be necessary for Council to use such bonds for the completion of outstanding works without a specific timeframe agreed.

The decision to accept bonds or other securities to satisfy a condition will be that of Council, not the applicant.

37. Council must be notified in writing of the date of the commencement of the use within 14 days of commencement.

This approval will lapse if the use has not commenced within six years of the date the development approval takes effect, in accordance with the provisions contained in sections 85(i)(a) of the *Planning Act 2016*.

Section 86 of the *Planning Act 2016* sets out how an extension to the period of approval can be requested.

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.

PLEASE READ CAREFULLY - NOTES AND ADVICE

When approval takes effect

This approval takes effect in accordance with section 85 of the *Planning Act 2016*.

When approval lapses

This approval will lapse if the change of use has not occurred within the following period, in accordance with the provisions contained in section 85(i)(a) of the *Planning Act 2016*.

(a) If no period stated – 6 years after the approval starts to have effect.

Section 86 of the *Planning Act 2016* sets out how an extension to the period of approval can be requested.

Infrastructure charges as outlined in the Infrastructure Charges Notice included in **Attachment 3** shall be paid prior to the commencement of the use.

It is the applicant's responsibility to obtain all statutory approvals prior to commencement of any works onsite.

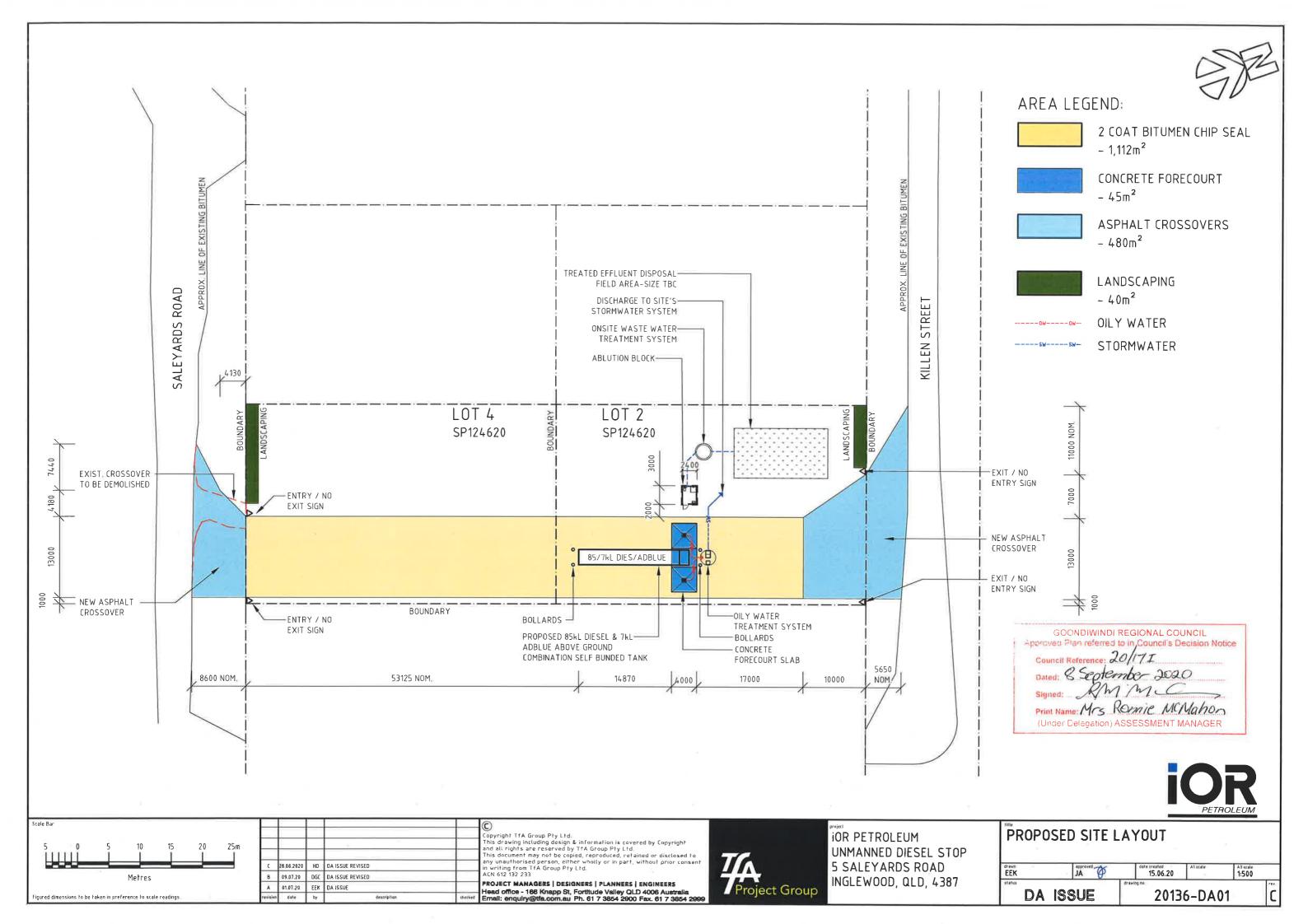
This approval in no way removes the duty of care responsibility of the applicant under the Aboriginal Cultural Heritage Act 2003. Pursuant to Section 23(1) of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").

This approval in no way authorises the clearing of native vegetation protected under the Vegetation Management Act 1999.

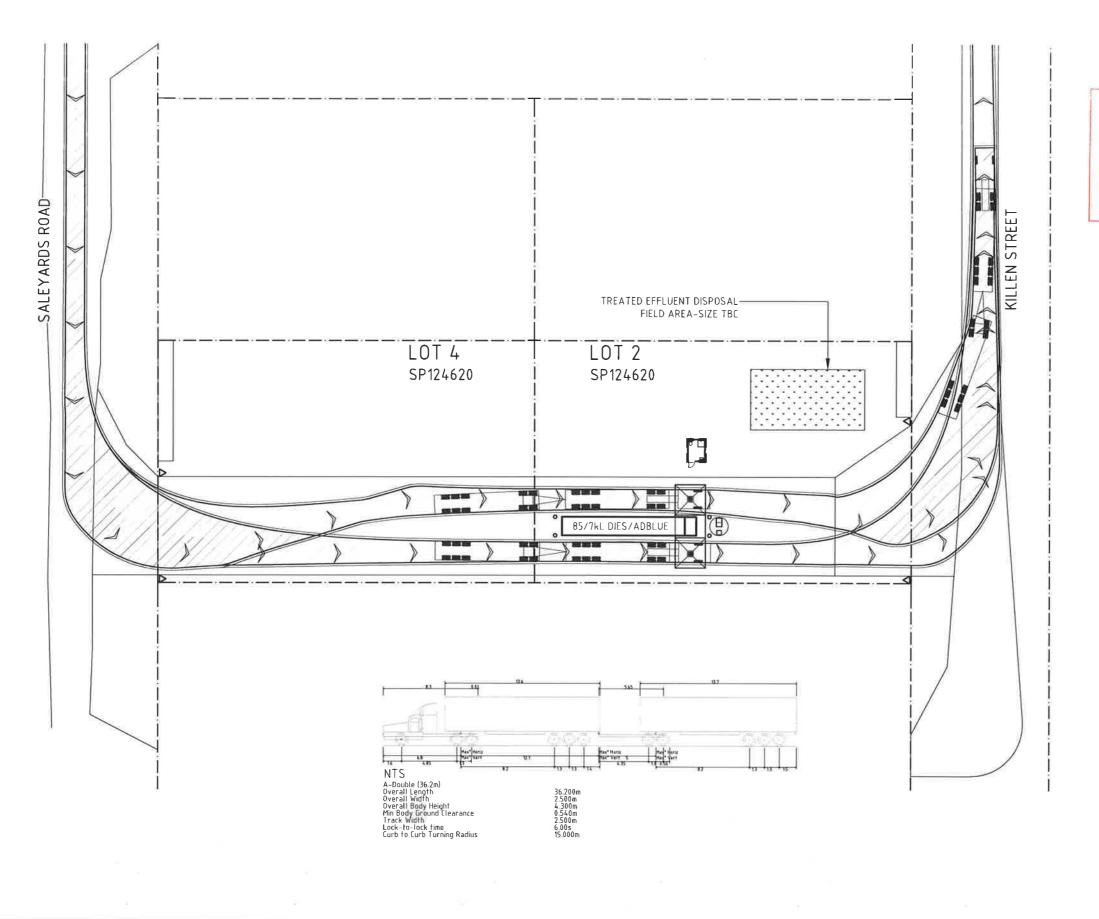
The approved development does not authorise any deviation from the applicable Australian Standards nor from the application of any laws, including laws covering work place health and safety.



Attachment 2 – Approved Plans







GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 20/77

Dated: 8 September 2000
Signed: RM M September 2000
(Under Delegation) ASSESSMENT MANAGER



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ACN 612 132 233

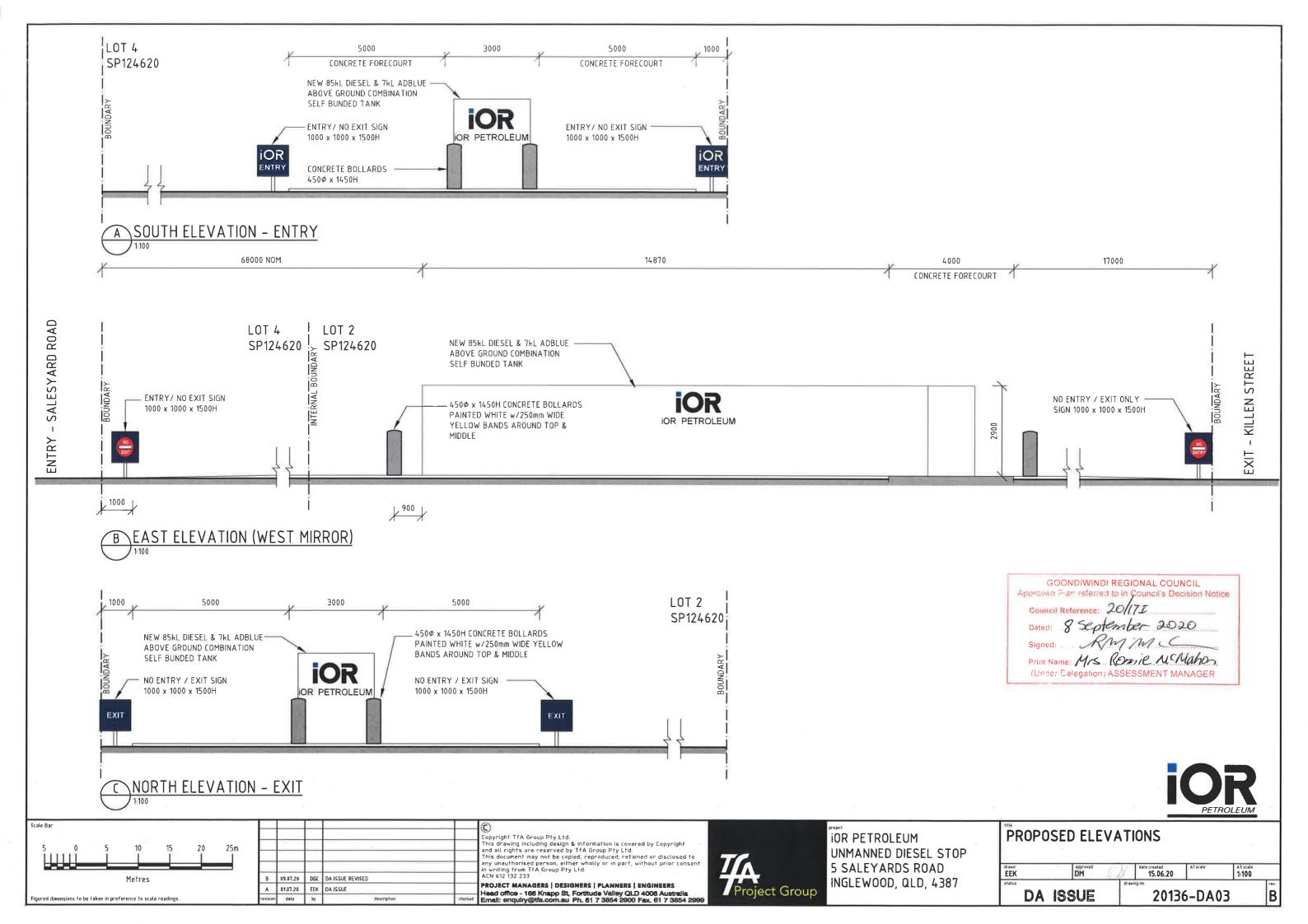
PROJECT MANAGERS | DESIGNERS | PLANNERS | ENGINEERS | Head office - 166 Knapp St, Fortitude Valley QLD 4006 Australia Emall: enquiry@tfa.com.au Ph. 61 7 3854 2900 Fax. 61 7 3854 2900

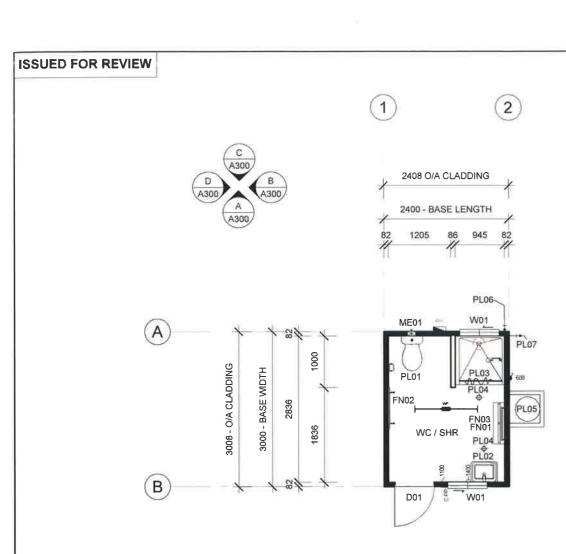
Project Group

iOR PETROLEUM
UNMANNED DIESEL STOP
5 SALEYARDS ROAD
INGLEWOOD, QLD, 4387

TRUCK MOVEMENT SWEPT PATH

status	DA	ISSUE	stra	2013	6-DAC)2	rev
EEK		DM appreved	11/11	15.06.20	A1 scale:	1:500	





PLAN

2236

GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice Dated: 8 September 2020 Signed: RMM C Print Name: Mrs Romie McMahon (Under Delegation) ASSESSMENT MANAGER

CONFIRM DETAILS OF SET OUTS, LEVELS AND CRITICAL	REV	DESCRIPTION	DATE	BY	CHKE
DIMENSIONS ON SITE PRIOR TO SHOP DRAWINGS AND FABRICATION	A	ISSUED FOR REVIEW	24.08.20	VT	
QUALITY CERTIFIED TO ASM25 ISO 9001:2008 BY SCI-QUAL INTERNATIONAL REGN No. 531					
DO NOT SCALE FROM THIS DRAWING, USE FIGURED DIMENSIONS OVERALL DIMENSIONS EXCLUDE EXTERNAL CLADDINGS U.N.O.	H				-
ALL CONSTRUCTION TO COMPLY WITH NATIONAL CONSTRUCTION CODE OF AUSTRALIA AND APPLICABLE AUSTRALIAN STANDARDS					
THIS DRAWING REMAINS THE PROPERTY OF A TCO STRUCTURES & LOGISTICS PTY, LTD. (ATCO), IT MAY NOT BE REPRODUCED OR CORPD WHOLE OR IN PART WITHOUT WRITTEN AUTHORITY					F

WIND REGION:	В	
	В	
TERRAIN CATEGORY:	2	-
IMPORTANCE LEVEL:	2	
SHIELDING FACTOR:		
BUILDING CLASS:	10a	
DISTRIBUTED (kPa):	2.0	NORTH
CONCENTRATED (kN):	1.8	
CLIMATE ZONE:	2	
	IMPORTANCE LEVEL: SHIELDING FACTOR: BUILDING CLASS: DISTRIBUTED (kPa): CONCENTRATED (KN):	IMPORTANCE LEVEL: 2 SHIELDING FACTOR: NS BUILDING CLASS: 10a DISTRIBUTED (kPa): 2.0 CONCENTRATED (kN): 1.8

CLIMATE ZONE: 2

FLOOR LOADS CALCULATED FROM AS1170.1 - 2002.
WIND SPEED CALCULATED FROM AS1170.2 - 2011.
BUILDING CLASS, IMPORTANCE LEVEL, PROBABILITY
OF EXCEEDANCE, WIND REGION, TERRAIN CATEGORY,
TOPOGRAPHIC CLASIFICATION, SHIELDING FACTOR,
CLIMATE ZONE & NORTH POINT ARE ASSUMED UNLESS
OTHERWISE ADVISED BY CLIENT.

	FINISHES SCHEDULE
FLOOR COVERING	2mm VINYL - SLIP RESISTANT - WC / SHR AREAS ONLY - 500mm COVED
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
CLADDING - EXTERNAL	COLORBOND MAXIRIB - HORIZONTAL
WALL LINING - INTERNAL	3.6mm POLYESTER COATED PLYWOOD
CEILING LINING - INTERNAL	3.6mm COATED PLYWOOD
ROOF SHEETING	0.42mm BMT SUPERDEK ROOFING

		ITEM LIST
ITEM	QTY	DESCRIPTION
Furnitur	е	
FN01	1	BENCH SEAT, SLATTED TIMBER - 220mm WIDE - 800mm LONG - 450mm HIGH
FN02	1	COAT HOOKS ON TIMBER RAIL - 800L
FN03	1	TOWEL RAIL, CHROME PLATED - 600mm LONG
Plumbir	ng Fixtu	Ires
PL01	1	WC SUITE c/w TOILET ROLL HOLDER
PL02	1	HAND BASIN, STAINLESS STEEL (HOT & COLD FLICKMIXER) w/ 300mm SPLASHBACK & MIRROR (STAINLESS STEEL)
PL03	1	SHOWER CUBICLE, FIBREGLASS - 945 x 945
PL04	2	FLOOR WASTE
PL05	1	HOT WATER SYSTEM, MOUNTED EXTERNALLY - 125Ltr, 1x3.6kW
PL06	1	WATER INLET
PL07	1	WASTE MANIFOLD OUTLET

GENERAL NOTES

- NO ALLOWANCE OF SECTION J ENERGY EFFICIENCY

ROOM SCHEDULE

NAME

WC / SHR

AREA

6.26 m²

- NO ALLOWANCE FOR COMPLIANCE WITH AS1428.1 - 2009 (DESIGN FOR ACCESS & MOBILITY)

- NO ALLOWANCE FOR FIRE SEPARATION FROM EXISTING BUILDINGS / STRUCTURES ON SITE

NO ALLOWANCE FOR FIRE FIGHTING EQUIPMENT

LANDING & STAIRS/RAILINGS INSTALL ON SITE BY OTHERS

SYMBOL LEGEND

ELECTRICAL SWITCHBOARD

LIGHT SWITCH, SINGLE

ISOLATION SWITCH

GPO, SINGLE POLE - 1x10A CONDUIT - PINPAD PROVISION

(PINPAD BY OTHERS) (WALL PENETRATION BY ATCO - 235H - 172W - 26D) (200 DOOR FRAME TO PAD CENTRE - BOTTOM OF PAD AT LOCKING MECHANISM HEIGHT)

LIGHT - 40W LED BATTEN - IP65

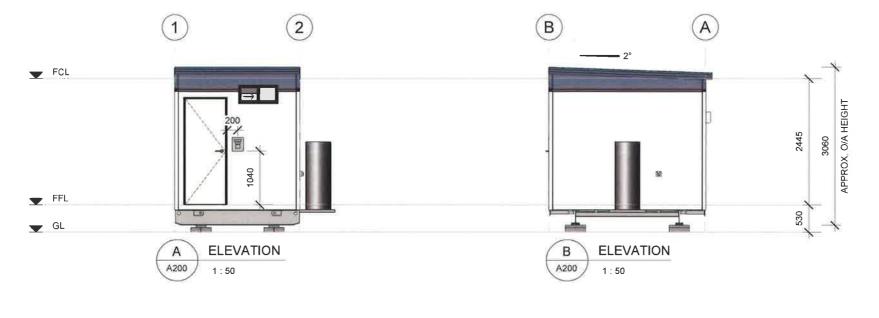
PLUMBING WATER INLET POINT

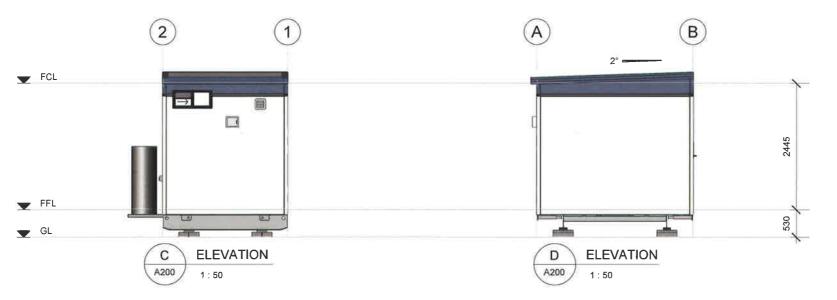
PLUMBING WASTE MANIFOLD OUTLET POINT

	ATC)
	ATCO STRUCTURES & LOGISTICS PTY, LTD.	PHONE	(07) 3412 6600
ı	55 TONKA STREET, LUSCOMBE QLD 4207	FAX	(07) 3412 8599
	P.O. BOX 393 BEENLEIGH, QLD 4207	ABN	71 083 902 309

THE TRUSTEE FOR IOR PROPERTY TRUST	T PLAN	
DESCRIPTION 2.4 x 3.0m ABLUTION	PROJECT No.	SCALE AT A2
ADDRESS		1:50
MULTIPLE SITES QLD	200228J -A200	REVISION







GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 20/171

Dated: 8 September 2000
Signed: RM M. Council Signed: Print Name: Mrs Romae McManager
(Under Delegation) ASSESSMENT MANAGER

CONFIRM DETAILS OF SET OUTS, LEVELS AND CRITICAL		DESCRIPTION	DATE	BY	CHK'D
DIMENSIONS ON SITE PRIOR TO SHOP BRAWINGS AND FABRICATION OUALITY CERTIFIED TO ASMZS ISO 1981 2008	٨	ISSUED FOR REVIEW	24.08.20	VT	
BY SCI-QUAL INTERNATIONAL REGIN No. 531					
DO NOT SCALE FROM THIS DRAWING, USE FIGURED DIMENSIONS OVERALL DIMENSIONS EXCLUDE EXTERNAL CLADDINGS U.N.O.	Н			H	-
ALL CONSTRUCTION TO COMPLY WITH NATIONAL CONSTRUCTION CODE OF AUSTRALIA AND APPLICABLE AUSTRALIAN STANDARDS					
THIS DRAWING REMAINS THE PROPERTY OF ATCO STRUCTURES &	-				\vdash
LOGISTICS PTY, LTD. (ATCO) IT MAY NOT BE REPRODUCED OR COPIED WHOLE OR IN PART WITHOUT WRITTEN AUTHORITY					



LIENT THE TRUSTEE FOR IOR PROPERTY TRUST	ELEVATIONS		3 AM
ESCRIPTION 2.4 x 3.0m ABLUTION	PROJECT No	SCALE AT A2	0 9:12:43
DORESS MULTIPLE SITES QLD	DRAWING NUMBER 200228J -A300	1:50 REVISION	24/08/2020



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

Infrastructure Charges Notice

Address	10 Killen Street & 5 Saleyards Road, Inglewood
Owner	Lynda Michelle Johnson
Applicant	IOR Petroleum Pty Ltd C/- TFA Project Group
Application No.	20/17I
Lot and Survey Plan	Lot 2 on SP124620 & Lot 4 on SP124620
Date	8 September 2020
Approval	Development Permit – Material Change of Use

Development Application Details

"Business activities" - "Service station" (Unmanned truck refuelling facility)

Type of Charge	Charge Area (A, B, C, D or E)	Type of Charge	Charge Amount (\$)	Unit	Total Charge (\$)
		Water, sewerage, transport and parks	4.80 per m ² of GFA	52.2m²	250.56
Service station	В	Stormwater	0.60 per m ² for all impervious area	1,164.2m²	698.52

Due Date	When the change of use happens	Total	
Charge to be paid to	Goondiwindi Regional Council	Charge (\$)	949.08
Lapse Date	8 September 2026	(4)	

Authorised by:

RM:MC

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 An offset has been applied to this notice for existing areas, at the rate of \$4.80 per m² of GFA and \$0.60 per m² for all impervious areas.



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 <u>Business activities</u> – <u>Service</u> statio	(Onmanned truck refueiling facility)
20/17I	
10 Killen Street & 5 Saleyards Road, Inglewood	
Lots 2 & 4 on SP124620	
On 8 September 2020, 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 and the Transport and Infrastructure Code of the Goondiwindi Region Planning Scheme 2018 (Version 2), the proposed development satisfied all relevant criteria, and was approved subject to appropriate, relevant and reasonable conditions.

2. Assessment benchmarks

The following are the benchmarks applying for this development:

Benchmarks applying for the development	Benchmark reference
Low Impact Industry Zone Code	Goondiwindi Region Planning Scheme 2018 (Version 2):
	AO1, AO2, AO3.1, AO3.2, AO4.1, AO4.2, PO5, AO6.1, PO7, PO8
Transport and Infrastructure Code	Goondiwindi Region Planning Scheme 2018 (Version 2):
	AO1, AO2, AO3.1, AO4.2, AO5.1, AO5.2, AO6, AO7, AO8, AO9, AO10, AO12.1, AO12.2, AO13, AO15.1, AO15.2

3. Compliance with benchmarks

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

4. Relevant matters for impact assessable development

Not applicable, as the proposed development was code assessable.

5. Matters raised in submissions for impact assessable development

Not applicable, as the proposed development was code assessable.

6. Matters prescribed by Regulation

Not applicable to this proposed development.



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 corespondent 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;
- (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

- 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.

example)

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
 - 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

- 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
- (I) 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.