

File: 24/14
Date: 15 November 2024

SY Planning Services Pty Ltd
8A Utrecht Street
CORNUBIA QLD 4130

Attention: Shaun Yong

Dear Shaun

**Decision Notice – change application – minor change
(Given under section 83 of the *Planning Act 2016*)
Material Change of Use Approval
Lot 71 on SP333120, 79 Glasser Street, Goondiwindi**

Goondiwindi Regional Council received your change application made under section 78 of the *Planning Act 2016* on 11 October 2024 for the development approval dated 22 July 2024.

Decision for change application

Date of decision: 7 November 2024

Decision details: Make the changes and impose development conditions.

The changes agreed to are:

1. Condition 3 is amended;
2. Condition 6 is amended;
3. Condition 17 is amended;
4. Condition 18 is amended.

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



Carl Manton
Chief Executive Officer
Goondiwindi Regional Council

Decision Notice approval

Planning Act 2016 section 63

Council File Reference: 24/14
Council Contact: Mrs Ronnie McMahon
Council Contact Phone: (07) 4671 7400

15 November 2024

Applicant Details: SY Planning Services Pty Ltd
8A Utrecht Street
CORNUBIA QLD 4130

Attention: Shaun Yong

The change application described below was properly made to Goondiwindi Regional Council on 11 October 2024.

Applicant details

Applicant name: SY Planning Services Pty Ltd
Applicant contact details: Attention: Shaun Yong
8A Utrecht Street, Cornubia Q 4130
Ph: 0493 974 911
Shaun.yong@syplanning.com.au

Application details

Application number: 24/14
Approval sought: Minor Change to Existing Development Permit
Details of proposed development:

- "Industry activities" – "Transport Depot"; and
- "Accommodation Activities" – "Rooming Accommodation" (8 Dwelling Units)

Location details

Street address: 79 Glasser Street, Goondiwindi
Real property description: Lot 71 on SP333120

Decision

Date of decision: 7 November 2024
Decision details: Make the changes and impose development conditions. The 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

Development permit Material Change of Use

Description of changes

Existing Condition 3

3. Except where changed by conditions of this approval, the development shall be in accordance with supporting information supplied by the applicant with the development application including the following plans and reports:

Drawing Number	Title	Date
23168-1	Proposal Plan to accompany Material Change of Use application on Lot 1 SP333120	11/4/2024
A101	Floor Plan	2022
A102	Elevations	2022
JezTuck_2	-	n.d.
N/A	Stormwater Management Plan	01/02/2024

Please note these plans are not approved Building or Survey Plans.

Proposed Changes – Condition 3

3. Except where changed by conditions of this approval, the development shall be in accordance with supporting information supplied by the applicant with the development application including the following plans and reports:

Drawing Number	Title	Date
23168-1	Proposal Plan to accompany Material Change of Use application on Lot 1 SP333120	11/9/2024
A101	Floor Plan	2022
A102	Elevations	2022
-	Fencing Plan	n.d.
-	Security Fence Design	n.d.
-	Rail and Post Fence Design 2	n.d.
JezTuck_3	-	n.d.
N/A	Stormwater Management Plan	01/02/2024

Please note these plans are not approved Building or Survey Plans.

Recommendation: Make proposed change

Existing Condition 6

6. The proposed Transport Depot activities shall be operated generally between the hours of:
(a) 7:00am and 6:00pm, Monday to Saturday.

Recommendation: Condition deleted in accordance with Council changes.

Proposed Changes - Condition 6

6. The proposed Transport Depot activities shall be operated generally between the hours of:
(a) 6:00am and 6:00pm, Monday to Friday.
(b) 7:00am to 6:00pm, Saturdays.

Existing Condition 17

17. Security fencing, 1.8m high, shall be provided for the full length of all site boundaries, excluding the vehicle access point to Glasser Street. The fence shall be appropriately integrated with the proposed landscaping on site and present an attractive visual appearance to adjoining properties.

Recommendation Make proposed change.

Existing Condition 18

18. Landscaping shall be provided in accordance with Schedule 6.3 – Planning Scheme Policy 3 – Landscaping Standards of the Goondiwindi Region Planning Scheme 2018 (Version 2), with a minimum of:
- Street frontage landscaping along the site's Leichhardt Highway and Glasser Street road frontages, with a minimum width of 5 metres.
 - Screening of external activity areas along the northern and western property boundaries, from the Glasser Street frontage with a minimum length of 100m and a minimum width of 2m.
 - Privacy screening landscaping on the northern and western edge of the proposed Rooming Accommodation, with a minimum width of 3m.

Recommendation Make change as required by assessment.

Proposed Changes - Condition 17

17. **Fencing shall be provided for the full length of all site boundaries, generally in accordance with the approved Fencing Plan and fence design plans, excluding the vehicle access point to Glasser Street.** The fence shall be appropriately integrated with the proposed landscaping on site and present an attractive visual appearance to adjoining properties.

Proposed Changes - Condition 18

18. Landscaping shall be provided in accordance with Schedule 6.3 – Planning Scheme Policy 3 – Landscaping Standards of the Goondiwindi Region Planning Scheme 2018 (Version 2), with a minimum of:
- Street frontage landscaping along the site's Leichhardt Highway and Glasser Street road frontages, with a minimum width of 5 metres.
 - Screening of external activity areas along the northern and southern property boundaries, **with a minimum length of 100m measured from the Glasser Street frontage**, and a minimum width of 2m.
 - Privacy screening landscaping on the northern and western edge of the proposed Rooming Accommodation, with a minimum width of 3m.

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. Development Permit – Building Works
2. Compliance Permit – Plumbing Works

Properly made submissions

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

Referral agencies for the application

The referral agencies for this application are:

For an application involving	Name of referral agency	Address
<p>As per Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1) of the PR:</p> <p><i>Development application for a material change of use, other than an excluded material change of use, that is assessable development under a local categorising instrument, if all or part of the premises—</i></p> <p>(a) <i>are within 25m of a State transport corridor; or</i></p> <p>(b) <i>are a future State transport corridor; or</i></p> <p>(c) <i>are—</i></p> <p>(i) <i>adjacent to a road that intersects with a State-controlled road; and</i></p> <p>(ii) <i>within 100m of the intersection</i></p>	<p>Department of Housing, Local Government, Planning and Public Works—</p> <p><i>Concurrence Agency</i></p>	<p>Department of Housing, Local Government, Planning and Public Works</p> <p>Post: PO Box 825, Visit: 128 Margaret Street, TOOWOOMBA QLD 4350</p> <p>ToowoombaSARA@dsdilgp.qld.gov.au</p> <p>Ph: (07) 4616 7307</p>

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*, being **22 July 2030**.

Approved plans and specifications

Copies of the following plans are enclosed.

Drawing Number	Title	Date
23168-1	Proposal Plan to accompany Material Change of Use application on Lot 1 SP333120	11/9/2024
A101	Floor Plan	2022
A102	Elevations	2022
-	Fencing Plan	n.d.
-	Security Fence Design	n.d.
-	Rail and Post Fence Design 2	n.d.
JezTuck_3	-	n.d.
N/A	Stormwater Management Plan	01/02/2024

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

Attachment 5 includes a Rights of Appeal waiver, which, if completed, will be used to process your request to waive your appeal rights to process your approval without unnecessary delay.

Attachment 6 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



Carl Manton
Chief Executive Officer
Goondiwindi Regional Council

Cc Department of Housing, Local Government,
Planning and Public Works
PO Box 825,
TOOWOOMBA QLD 4350

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—Rights of Appeal Waiver
Attachment 6—Planning Act 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 – Rights of Appeal waiver

Attachment 6 – *Planning Act 2016* Extracts

Planning Act 2016 appeal provisions

Planning Act 2016 lapse dates



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



Assessment Manager's Conditions

Description:	<ul style="list-style-type: none"> • "Industry activities" – "Transport Depot" including ancillary office; and • "Accommodation Activities" – "Rooming Accommodation" (8 Dwelling Units)
Development:	Minor Change to an existing Development Approval for a Material Change of Use
Applicant:	SY Planning Services Pty Ltd
Address:	79 Glasser Street, Goondiwindi
Real Property Description:	Lot 71 on SP333120
Council File Reference:	24/14

The amended conditions are highlighted in yellow below.

GENERAL CONDITIONS																													
1.	Approval is granted for the purpose of a Material Change of Use for: <ul style="list-style-type: none">• “Industry Activities” – “Transport Depot” including ancillary office; and• “Accommodation Activities” – “Rooming Accommodation” (8 Dwelling Units) as defined in the <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</i> .																												
2.	All conditions must be complied with or bonded prior to the commencement of the use, unless specified in an individual condition.																												
3.	Except where changed by conditions of this approval, the development shall be in accordance with supporting information supplied by the applicant with the development application including the following plans and reports: <table><tr><th>Drawing Number</th><th>Title</th><th>Date</th></tr><tr><td>23168-1</td><td>Proposal Plan to accompany Material Change of Use application on Lot 1 SP333120</td><td>11/9/2024</td></tr><tr><td>A101</td><td>Floor Plan</td><td>2022</td></tr><tr><td>A102</td><td>Elevations</td><td>2022</td></tr><tr><td>-</td><td>Fencing Plan</td><td>n.d.</td></tr><tr><td>-</td><td>Security Fence Design</td><td>n.d.</td></tr><tr><td>-</td><td>Rail and Post Fence Design 2</td><td>n.d.</td></tr><tr><td>JezTuck_3</td><td>-</td><td>n.d.</td></tr><tr><td>N/A</td><td>Stormwater Management Plan</td><td>01/02/2024</td></tr></table>		Drawing Number	Title	Date	23168-1	Proposal Plan to accompany Material Change of Use application on Lot 1 SP333120	11/9/2024	A101	Floor Plan	2022	A102	Elevations	2022	-	Fencing Plan	n.d.	-	Security Fence Design	n.d.	-	Rail and Post Fence Design 2	n.d.	JezTuck_3	-	n.d.	N/A	Stormwater Management Plan	01/02/2024
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N/A	Stormwater Management Plan	01/02/2024																											
Please note these plans are not approved Building or Survey Plans.																													

4.	<p>Complete and maintain the approved development as follows:</p> <ul style="list-style-type: none"> (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 Council unless Council agrees in writing that those parts will be adequately complied with by amended specifications. <p>All development shall comply with any relevant provisions in the <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</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>It is the developer's responsibility to obtain all other statutory approvals required prior to the commencement of the use.</p>
	<p>OPERATION OF THE USE</p>
6.	<p>The proposed Transport Depot activities shall be operated generally between the hours of:</p> <ul style="list-style-type: none"> (a) 6:00am and 6:00pm, Monday to Friday. (b) 7:00am to 6:00pm, Saturdays.
7.	<p>Loading and unloading shall occur generally between the hours of:</p> <ul style="list-style-type: none"> (a) 8:00am and 6:00pm, Monday to Friday; and (b) 8:00am and 12:00pm, Saturday. <p>No loading and unloading is to occur on Sundays and Public Holidays.</p>
8.	<p>There shall be no goods stored or displayed external to the building, apart from the storage of earthmoving equipment, prime movers and trailers, as authorised by this approval.</p>
	<p>ESSENTIAL SERVICES</p>
9.	<p>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 <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</i>, to the satisfaction of and at no cost to Council.</p> <p>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.</p>

10.	<p>Prior to the commencement of the use, the development shall be connected to an approved designed onsite effluent disposal sewerage system, in accordance with the Queensland Plumbing and Wastewater Code, to the satisfaction of and at no cost to Council.</p> <p>All sewer infrastructure (including effluent disposal areas) shall be fully located within site boundaries, to the satisfaction of and at no cost to Council.</p>
11.	<p>Obtain an Environmental Authority for Environmentally Relevant Activity No. 63 - Sewerage Treatment, if required, for any on-site effluent disposal system/s servicing more than 20 Equivalent Persons on the premises, as required under the Environmental Protection Regulation 2019.</p>
	<p>PUBLIC UTILITIES</p>
12.	<p>The development shall be connected to an adequate electricity and telecommunications supply system, at no cost to Council.</p>
	<p>ROADS AND VEHICLES</p>
13.	<p>The Glasser Street access shall be constructed from the edge of the existing bitumen to the property boundary to an industrial standard in accordance with Schedule 6.2.1 – Standard Drawing in Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</i>, to the satisfaction of and at no cost to Council. Ensure that crossover splay is designed to accommodate turning movements of a Type 1 Road Train in both directions and is sufficient that vehicles do not cross the road centreline to enter/exit the site.</p> <p>Crossovers shall be constructed prior to the commencement of the use or prior to the submission to Council of the Plan of Survey, whichever comes first.</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 development to ensure compliance with this condition."</p>
14.	<p>Twenty-two (22) car parking spaces shall be supplied on site. This area shall be constructed to a dust suppressant all-weather standard in accordance with Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</i>, to the satisfaction of and at no cost to Council.</p> <p>Car parking areas shall be constructed 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>

15.	Provide service vehicle parking for a Type 1 Road Train in accordance with Australian Standard 2890.2 – Off-street Commercial Vehicle Facilities.
16.	<p>All areas where vehicles park and manoeuvre shall be constructed to a dust suppressant all-weather standard 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.</p> <p>Car parking and manoeuvring 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>
	FENCING & LANDSCAPING
17.	Fencing shall be provided for the full length of all site boundaries, generally in accordance with the approved Fencing Plan and fence design plans, excluding the vehicle access point to Glasser Street. The fence shall be appropriately integrated with the proposed landscaping on site and present an attractive visual appearance to adjoining properties.

18. Landscaping shall be provided in accordance with Schedule 6.3 – Planning Scheme Policy 3 – Landscaping Standards of the *Goondiwindi Region Planning Scheme 2018 (Version 2)*, with a minimum of:

- Street frontage landscaping along the site's Leichhardt Highway and Glasser Street road frontages, with a minimum width of 5 metres.
- Screening of external activity areas along the northern and **southern** property boundaries, **with a minimum length of 100m measured from the Glasser Street frontage**, and a minimum width of 2m.
- Privacy screening landscaping on the northern and western edge of the proposed Rooming Accommodation, with a minimum width of 3m.

All landscaping and tree plantings are to be planted and maintained to the satisfaction of a qualified Council Officer. A bond for the amount of **\$28,697.80** is to be submitted prior to the issue of a building approval 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. 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 are 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 qualified 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
19.	<p>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 <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</i>, to the satisfaction of and at no cost to Council.</p> <p>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.</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 disposal system shall be designed to include appropriate pollution control devices or methods to ensure no contamination or silting or waterways.</p> <p>Stormwater management shall be generally in accordance with the Stormwater Management Plan prepared by Proterra Group, dated 01/02/2024.</p>
20.	<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>
	EARTHWORKS AND EROSION CONTROL
21.	<p>Any filling or excavation shall be undertaken in accordance with Schedule 6.2 – Planning Scheme Policy 1 – Land Development Standards of the <i>Goondiwindi Region planning Scheme 2018 (Version 2)</i> or to other relevant engineering standards to the satisfaction of and at no cost to Council.</p> <p>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.</p>

22.	<p>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 <i>Goondiwindi Region Planning Scheme 2018 (Version 2)</i> to the satisfaction of and at no cost to Council.</p> <p>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.</p>
	<p>AVOIDING NUISANCE</p>
23.	<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> (the Act) 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>
24.	<p>At all times while the use continues it shall be operated in such a manner as to ensure that no nuisance shall arise to surrounding premises as a result of dust, noise, lighting, odour, vibration, rubbish, contaminants, stormwater discharge or siltation or any other potentially detrimental impact.</p>
25.	<p>All external lighting is to be compliant with AS/NZS 4282-2019 “<i>Control of obtrusive effects of outdoor lighting</i>”.</p>
26.	<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>
27.	<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>
28.	<p>The operator shall be responsible for mitigating any complaints arising from on-site operations.</p>

29.	<p>Construction works must occur so they do not cause unreasonable interference with the amenity of adjoining premises.</p> <p>The site must be kept in a clean and tidy state at all times during construction.</p>
DEVELOPER'S RESPONSIBILITIES	
30.	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.
31.	All contractors and subcontractors shall hold current, relevant and appropriate qualifications and insurances to carry out the works.
32.	All costs reasonably associated with the approved development, unless there is specific agreement by other parties to meet these costs, shall be met by the developer.
33.	At all times while the use continues, all requirements of the conditions of the development approval must be maintained.
COMMENCEMENT OF USE	
34.	<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> <p>The decision to accept bonds or other securities to satisfy a condition will be that of Council, not the applicant.</p>
35.	<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 six years of the date the development approval takes effect, in accordance with the provisions contained in sections 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>

36.	<p>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.</p>
	<p>PLEASE READ CAREFULLY - NOTES AND ADVICE</p>
	<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 Material Change of Use 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 <i>Planning Act 2016</i>.</p> <p>(a) If no period stated – 6 years 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>Infrastructure charges as outlined in the Infrastructure Charges Notice included in Attachment 3 shall be paid prior to the commencement of the use.</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




Note:
This plan was prepared for Jez Tuck
to accompany a Material Change of Use application
to the GOONDIWINDI REGIONAL Council
and should not be used for any other
purpose. This note is an integral part of this plan

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SP101407

Legend

—E—E—	Overhead power line
—	Subject boundary
—	Adjoining boundary
—T—T—	Telstra line
—W—W—	Water line
—	Garden

GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 24/14
Dated: 15/11/2024
Signed: 
Print Name: Carl Manton
(Under Delegation) ASSESSMENT MANAGER

HIGHWAY

STREET

1
SP333120

EXISTING
DAM TO
BE FILLED

PROPOSED
SHED
499m²

DEVELOPMENT ASSESSMENT	
- OVERALL SITE AREA = 10,126 sqm	
- LANDSCAPING AREA = 1,036 sqm	
- BUILDING SITE COVER = 681 sqm (INCLUDES ROOF AREA)	
TOTAL SITE COVER: 18%	
IMPERVIOUS AREAS	
- PRE SITE DEVELOPMENT = 0 sqm (INCLUDES ROOF AREA)	
- POST SITE DEVELOPMENT = 681sqm (INCLUDES ROOF AREA)	
BUILDING AREAS - GFA	
SHED = 495 sqm	
DWELLING 1 = 77 sqm	
DWELLING 2 = 77 sqm	
DECK AREAS = 32 sqm	
CAR PARKING	
PARKING PROVIDED = 259 sqm	

2
SP333120

EXISTING
DWELLING

EXISTING
SHED

EXISTING
SHED



0m 12m 24m 36m 48m 60m

SCALE 1: 600

JEZ TUCK

SMK QLD

Goondiwindi · Brisbane · Gold Coast · Toowoomba · Gatton
Phone: (07) 4671 2445 Email: admin@smkqld.com.au

PROPOSAL PLAN TO ACCOMPANY MATERIAL
CHANGE OF USE APPLICATION ON LOT 1
SP333120, LEICHHARDT HWY GOONDIWINDI

23168

A3

23168-1

SCALE Horiz 1:600

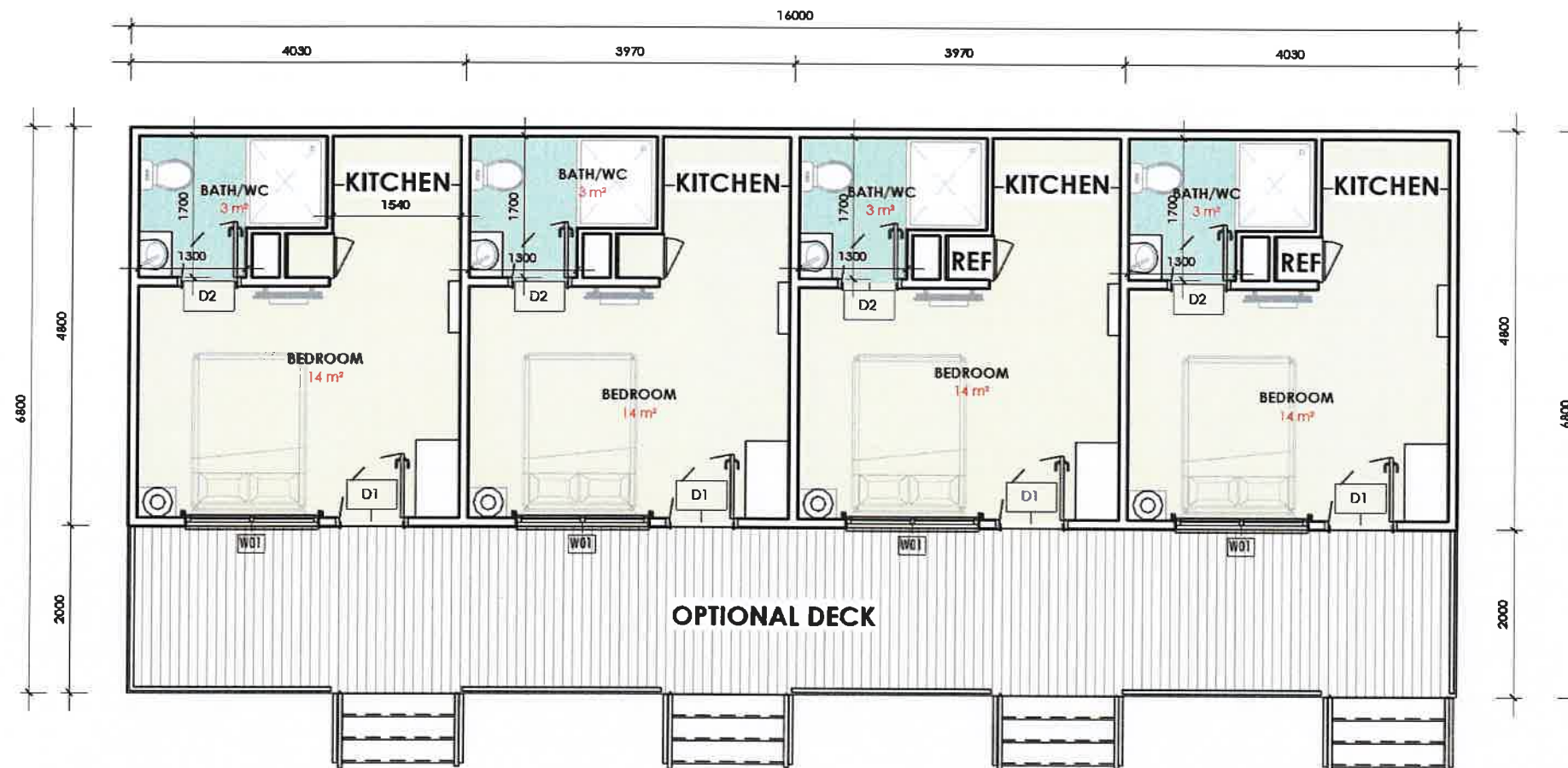
Surveyor TJ

11/9/2024
2: 58PM

C:\Users\Tom\Dropbox\JOBS\2023\23168 JEZ TUCK GLASSER ST MCU\23168-1.pro

4 STUDIO MODULE

GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 24/14
Dated: 22/07/2024
Signed: *R.M. McMahon*
Print Name: **Ronnie McMahon**
(Under Delegation) ASSESSMENT MANAGER



1 GROUND FLOOR PLAN 1
1:75

Project No.	Project Number
DRAWN	Author
CHECKED	Checker
APRN No.	Approver
ISSUED FOR	Project Status

Revisions

APPROVAL COLUMN

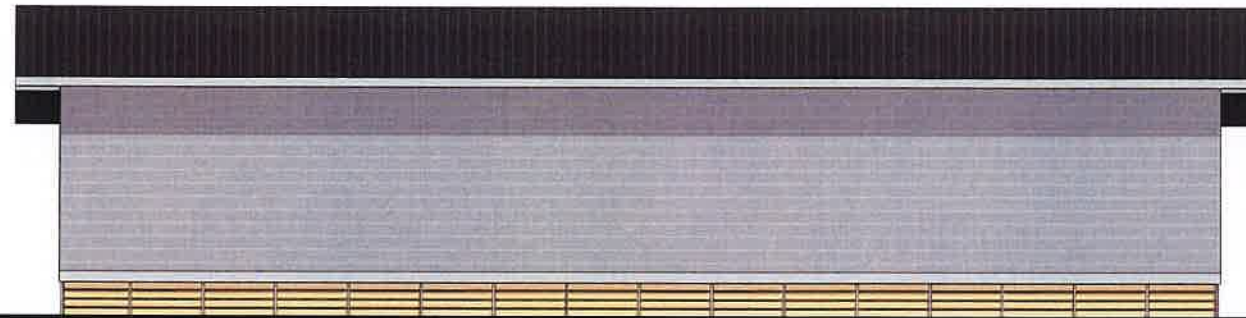
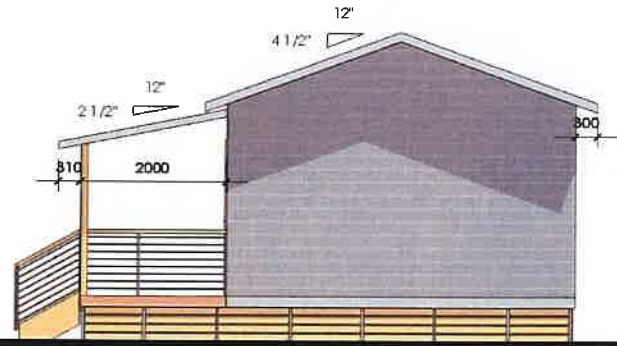


Scale 1:75

FLOOR PLAN

A101

4 STUDIO MODULE



3 LEFT ELEVATION
1 : 100

4 REAR ELEVATION
1 : 100

GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 24/14
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Signed: *R.M.M.*
Print Name: *Ronnie McMahon*
(Under Delegation) ASSESSMENT MANAGER

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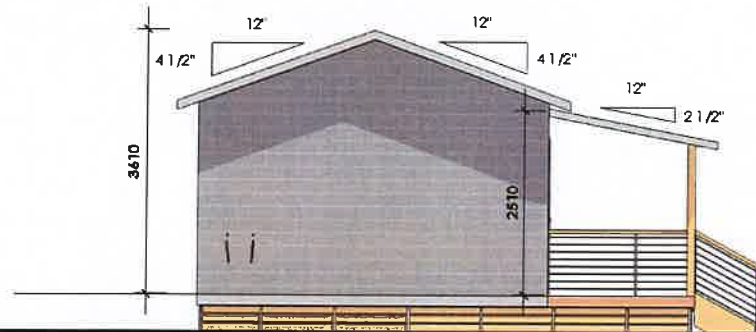
APPROVAL COLUMN



Scale 1 : 100

ELEVATIONS

A102



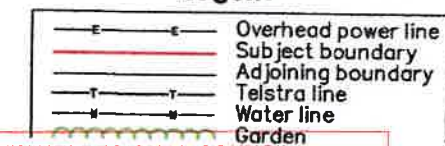
2 RIGHT ELEVATION
1 : 100

1 FRONT ELEVATION
1 : 100

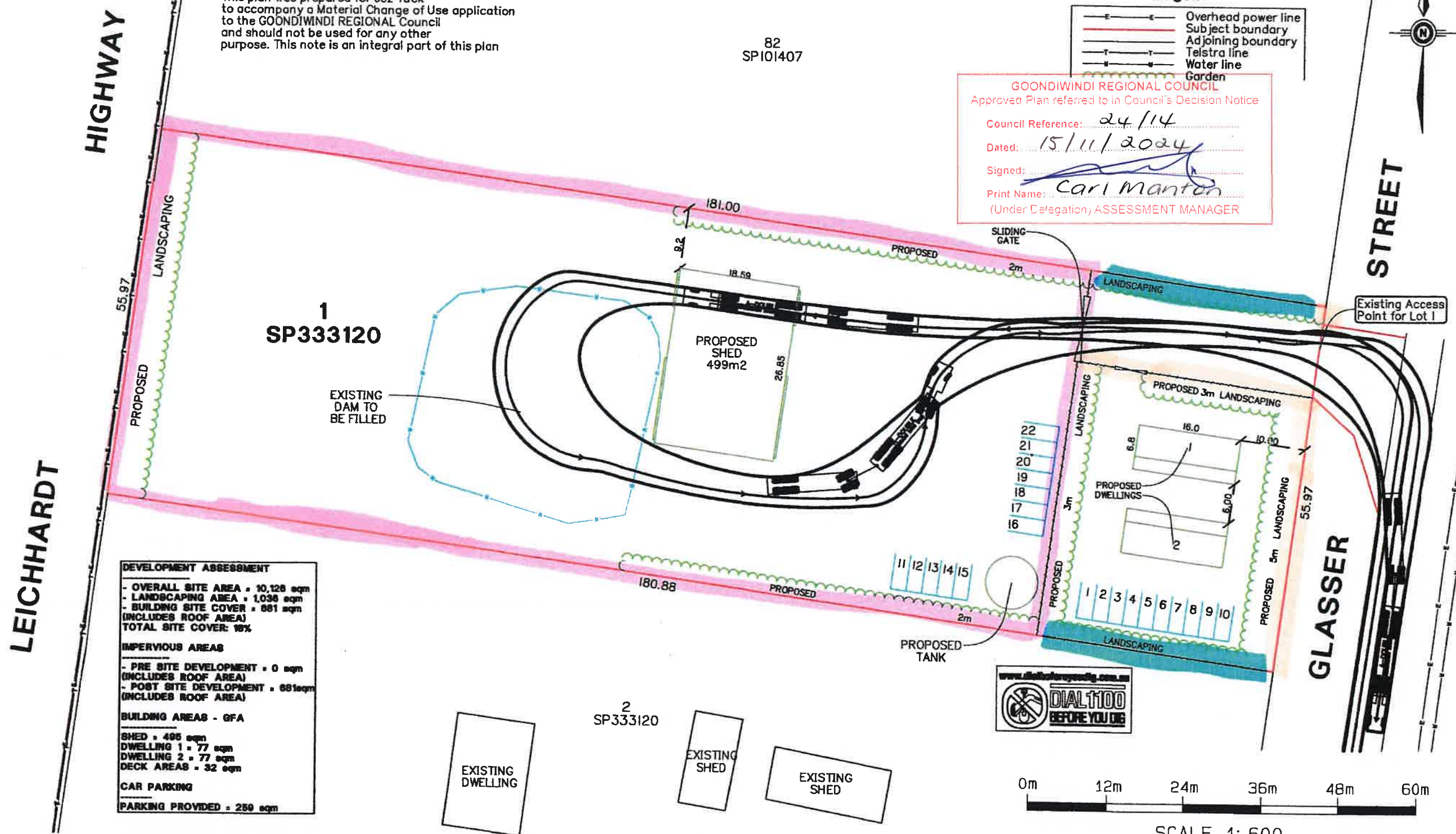
Note:
This plan was prepared for Jez Tuck
to accompany a Material Change of Use application
to the GOONDIWINDI REGIONAL Council
and should not be used for any other
purpose. This note is an integral part of this plan

82
SP101407

= Security FENCE
= POST AND RAIL FENCE
= CAN BE EITHER OR HAPPY
TO HEAR RECCOMENDATIONS



GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 24/114
Dated: 15/11/2024
Signed: *Carli Manton*
Print Name: Carli Manton
(Under Delegation) ASSESSMENT MANAGER



DEVELOPMENT ASSESSMENT	
- OVERALL SITE AREA	• 10,128 sqm
- LANDSCAPING AREA	• 1,038 sqm
- BUILDING SITE COVER	• 681 sqm (INCLUDES ROOF AREA)
TOTAL SITE COVER: 18%	
IMPERVIOUS AREAS	
- PRE SITE DEVELOPMENT	• 0 sqm (INCLUDES ROOF AREA)
- POST SITE DEVELOPMENT	• 681sqm (INCLUDES ROOF AREA)
BUILDING AREAS - GFA	
SHED	• 495 sqm
DWELLING 1	• 77 sqm
DWELLING 2	• 77 sqm
DECK AREAS	• 32 sqm
CAR PARKING	
PARKING PROVIDED: 250 sqm	



JEZ TUCK


Fencing Plan

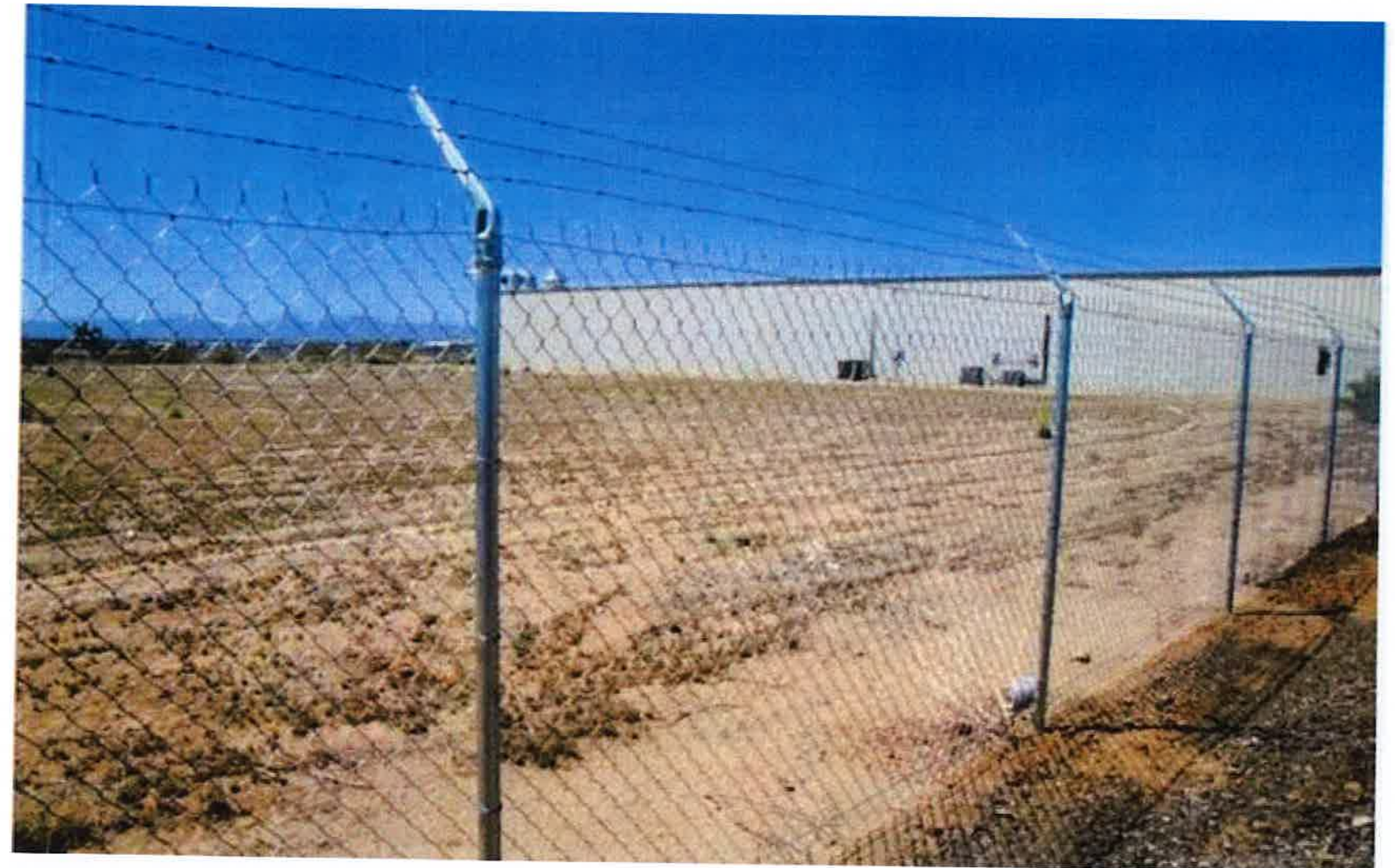
A3

SCALE Horiz 1:600

Security Fence Design

Height: 1.8m


GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 24/14
Dated: 15/11/2024
Signed: 
Print Name: Carl Manton
(Under Delegation) ASSESSMENT MANAGER

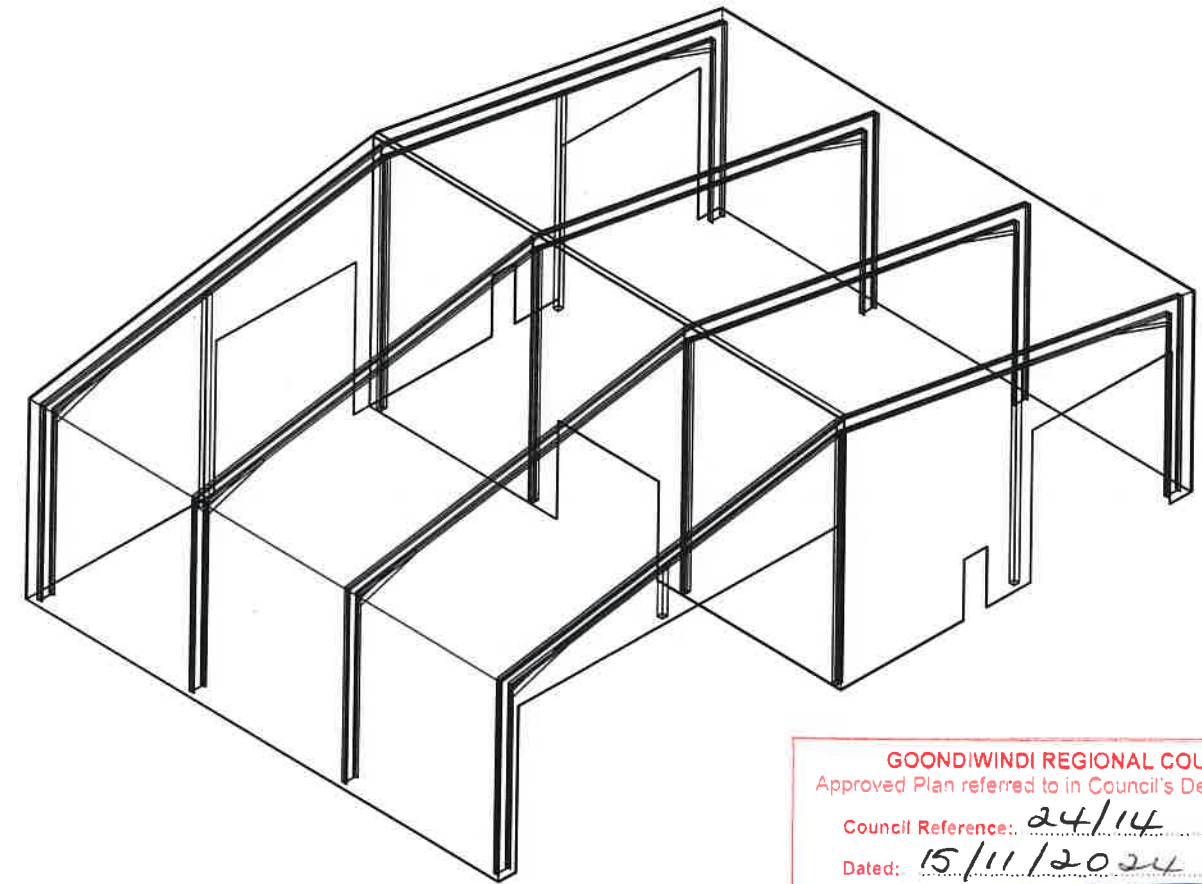
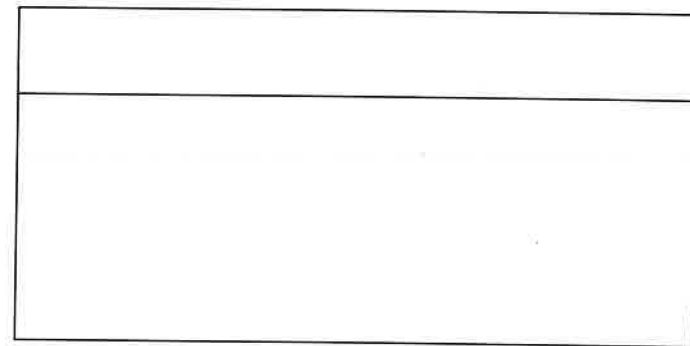


Rail and Post Fence Design 2

Height: 1.5m



GOONDIWINDI REGIONAL COUNCIL
Approved Plan referred to in Council's Decision Notice
Council Reference: 24/14
Dated: 15/11/2024
Signed: 
Print Name: Carl Manton
(Under Delegation) ASSESSMENT MANAGER



Technical drawing of a building facade with the following dimensions:

- Overall height: 9098
- Left section height: 5600
- Left section width: 12593
- Right section height: 6725
- Right section width: 5400
- Small rectangular feature height: 5100

UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN MILLIMETERS SURFACE FINISH: TOLERANCES: LINEAR: ANGULAR:				FINISH:		DEBUR AND BREAK SHARP EDGES		DO NOT SCALE DRAWING		REVISION	
DRAWN		NAME		SIGNATURE		DATE		TITLE:			
CHK'D											
APP'D											
MFG											
Q A											
						MATERIAL:		DWG NO. JezTuck_3			
								A3			
						WEIGHT:		SCALE: 1:200			
								SHEET 1 OF 1			



**PROTERRA
GROUP**

STORMWATER MANAGEMENT PLAN

**71 GLASSER STREET, GOONDIWINDI
ONTRAK ENTERPRISES**

GOONDIWINDI REGIONAL COUNCIL

Approved Plan referred to in Council's Decision Notice


Council Reference: 24/14

Dated: 22/07/2024

Signed: R.M.M.

Print Name: Ronnie McMahon
(Under Delegation) ASSESSMENT MANAGER

AMENDMENT, DISTRIBUTION and APPROVAL

ISSUE	AUTHOR	REVIEWER	APPROVED FOR ISSUE		
			NAME	SIGNATURE	DATE
1	Lachlan O'Dempsey	Michael Shellshear	Michael Shellshear RPEQ 17364		01/02/2024

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ABN: 82 626 886 771

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1 INTRODUCTION

This Stormwater Management Plan has been requested by Ontrak Enterprises to satisfy a required Material Change of Use (MCU) application condition in relation to the proposed activity at 71 Glasser Street, Goondiwindi.

The MCU has been submitted to operate the site as a transport depot. The development proposal includes the construction of a large commercial shed and modular buildings for short-stay worker accommodation. This plan aims to analyse the effect of the proposed development on the current stormwater system and recommend treatments to ensure minimal unwanted discharge. The existing dam on the property will be assessed as part of the plan.

1.1 SITE LOCATION

The site is located on a land parcel described as Lot 71 on SP333120.

1.2 SITE DESCRIPTION

The land parcel is positioned towards the northern end of Glasser Street. The site has frontages to both Glasser St to the East and the Leichhardt Highway to the West. In total, the land parcel is approximately 10,126 m². The subject lot has previously been subdivided and was once part of a larger parcel comprising both lots 1 SP333120 and 2 SP 333120.

The site will be developed for use as a heavy vehicle and earthmoving depot. The new driveway area will be levelled and topped with gravel to provide a trafficable all-weather surface. The addition of buildings will increase the impervious area of the site. To maximise the usable area of the site, the developer wishes to fill the existing dam on the site.

It is not proposed to make major changes to flow paths through the site. There is currently a fall of approximately 250mm to the existing stormwater dam. When the dam is filled, stormwater that would have entered the dam will flow straight to the existing dam bywash to the lawful point of discharge at the Leichardt Highway frontage of the site. Goondiwindi Regional Council stormwater system beyond the point of discharge consists of open table drains, floodways and culverts under roads and driveways. There is no underground or piped stormwater drainage in the catchment area. Figure 1-1 shows the site and the proposed development.



Figure 1-1 Site Plan - Development Proposal

2 STORMWATER ANALYSIS

2.1 LAWFUL POINT OF DISCHARGE

Queensland Urban Drainage Manual (QUDM) provides guidance on the location of discharge for stormwater (QUDM Sec 3.9.1) and provides a three-step process for determining a 'lawful point of discharge'. The first step assesses whether, as a result of the development, the stormwater discharge will substantially damage a third party. If the answer is 'no', then no further steps are required to obtain a lawful point of discharge.

The property naturally directs water west towards the Leichhardt Highway. The highway does not have formalised underground drainage, however, swales direct water along and away from the roadway. This discharge point is deemed as an existing lawful point of discharge and will remain as the lawful point of discharge for the proposed development.



Figure 2-1 Existing Point of Discharge

2.2 HYDROLOGICAL ASSESSMENT

The below analysis shows the results of a stormwater assessment undertaken for the property at 71 Glasser Street. The rational method was used in accordance with the QUDM to determine peak flow for pre and post-development across multiple storm events ranging from ARI 2 to ARI 100. Inputs to the rational method calculations for both the pre and post-development catchment are shown below in Table 2-1. C10 values were selected from QUDM table 4.5.3 for the post-development state and table 4.5.4 for the pre-development condition. The figure is identical for both states primarily due to the lack of vegetation, low grass covering and low permeability soil type.

Table 2-1 Inputs for Catchment Area (71 Glasser Street)

Catchment	Area (ha)	Average Slope (%)	Fraction Impervious (fi)	Co-efficient of Runoff (C ₁₀)	Time of Concentration (T _c)
Pre-Development	1.0	0.3%	0.00	0.49	60mins
Post-Development	1.0	0.3%	0.20	0.49	60mins

The inputs assume a worst-case scenario in post-development, assuming that the shed, site office and parked vehicles will have an impact on the permeability and runoff coefficient equivalent to 'rural residential' from Table 4.5.1 in the QUDM.

Rainfall IFD data was sourced from the BOM website (www.bom.gov.au) and used to calculate flows over various storm durations. IFD data for Goondiwindi, Queensland is shown below in Table 2-2.

Table 2-2 IFD Rainfall Data for Goondiwindi, QLD (BoM)

Duration	Annual Exceedance Probability (AEP)						
	63.20%	50%#	20%*	10%	5%	2%	1%
1 min	126	143	196	234	271	322	362
2 min	109	124	172	206	241	287	321
3 min	101	115	158	190	221	263	294
4 min	94.9	107	148	177	205	244	273
5 min	89.5	101	139	166	193	228	256
10 min	70.2	79.4	109	129	150	178	200
15 min	58.3	65.9	90.3	107	125	148	167
20 min	50.1	56.7	77.8	92.6	107	128	144
25 min	44.1	49.9	68.6	81.8	95	113	128
30 min	39.6	44.8	61.6	73.5	85.4	102	115
45 min	30.6	34.6	47.7	57	66.4	79.3	89.5

Duration	Annual Exceedance Probability (AEP)						
	63.20%	50%#	20%*	10%	5%	2%	1%
1 hour	25.2	28.5	39.3	47	54.8	65.5	73.9
1.5 hour	19	21.4	29.6	35.4	41.3	49.3	55.6
2 hour	15.4	17.4	24	28.7	33.5	39.9	45
3 hour	11.5	13	17.8	21.2	24.7	29.4	33.2
4.5 hour	8.59	9.67	13.2	15.6	18.2	21.6	24.3
6 hour	6.97	7.84	10.6	12.6	14.6	17.3	19.5
9 hour	5.21	5.84	7.87	9.29	10.7	12.7	14.3
12 hour	4.23	4.74	6.37	7.49	8.61	10.2	11.6
18 hour	3.15	3.53	4.73	5.55	6.36	7.58	8.57
24 hour	2.56	2.86	3.83	4.49	5.14	6.14	6.96
30 hour	2.16	2.43	3.25	3.81	4.36	5.23	5.92
36 hour	1.89	2.12	2.84	3.33	3.81	4.58	5.2
48 hour	1.51	1.7	2.29	2.69	3.08	3.71	4.22
72 hour	1.09	1.23	1.67	1.97	2.27	2.74	3.11
96 hour	0.861	0.971	1.32	1.57	1.81	2.18	2.47
120 hour	0.711	0.802	1.09	1.3	1.5	1.8	2.04
144 hour	0.605	0.683	0.932	1.11	1.28	1.52	1.73
168 hour	0.527	0.594	0.81	0.962	1.11	1.31	1.48

Note: The above figures represent rainfall intensity in mm/hr

**Calculated row using linear interpolation

Total runoff was calculated for both scenarios to enable a comparison between pre- and post-development peak flows as shown in Table 2-3.

Table 2-3 Calculated Flow Pre- and Post-Development (L/s)

	ARI 2	ARI 5	ARI 10	ARI 20	ARI50	ARI 100
Pre-Development	32	49	61	75	96	113
Post-Development	32	49	61	75	96	113

Note: The above figures represent L/s

The results of the analysis show that:

- The design ARI 100 peak flow will not change from 113L/s post-development.
- The ARI 2 peak flow will not change from 32L/s post-development.
- Across all storm events, there is no change in peak flow post-development.

2.3 PROPOSED STORMWATER MANAGEMENT

The site is expected to be managed by directing stormwater to the lawful point of discharge at the Leichardt Highway frontage and the addition of 200,000L of rainwater tanks which will offset the filling of the existing dam.

3 CONCLUSIONS

The following points can be concluded from the above assessment:

- The proposed development, albeit different from the original use, is not expected to markedly alter the stormwater catchment characteristics or runoff volumes;
- The proposed development will lead to no increase in peak flow runoff from the site;
- The current lawful point of discharge should continue to be utilised for the development; and
- The proposed development will not result in any "substantial" or "unreasonable" impacts to publicly or privately owned infrastructure.
- Filling the dam will not make a marked difference to the stormwater flow or volume leaving the site. The addition of rainwater tanks to capture runoff from the proposed buildings will offset the effect of filling.

Appendix A 71 GLASSER STREET DEVELOPMENT FEATURES & LAYOUT



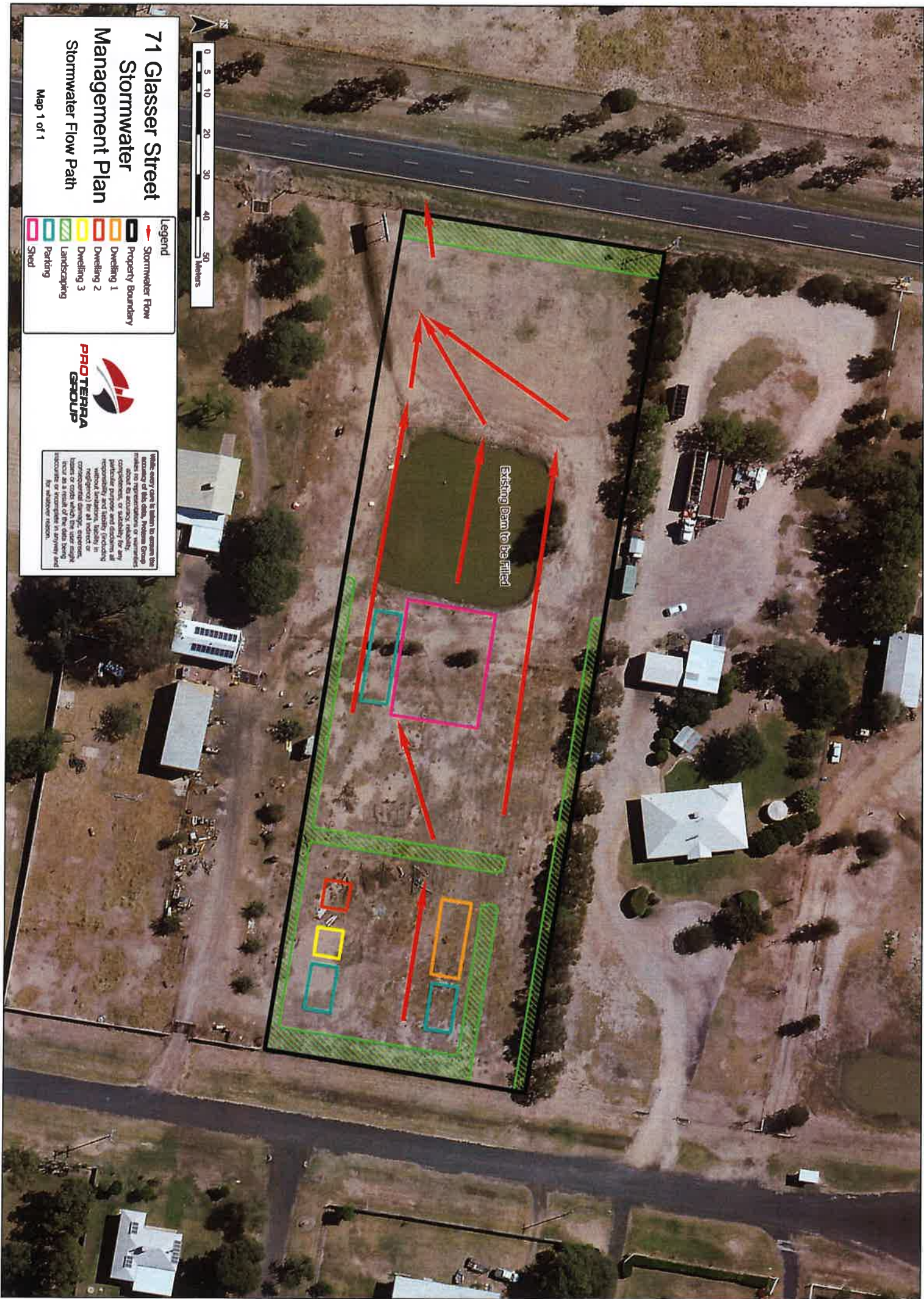
71 Glasser Street Stormwater Management Plan Stormwater Flow Path

Map 1 of 1

- Legend**
- Stormwater Flow
 - Property Boundary
 - Dwelling 1
 - Dwelling 2
 - Dwelling 3
 - Landscaping
 - Parking
 - Shed



While every care is taken to ensure the accuracy of this plan, Proterra Group makes no representations or warranties about its accuracy, reliability, completeness, or suitability for any purpose. Proterra Group and its employees accept no liability for any loss or damage, including consequential damage, arising from the use of this plan, whether or not such loss or damage is foreseeable or recoverable in any way, and for whatever reason.



Appendix B 71 GLASSER SURVEY



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	79 Glasser Street, Goondiwindi
Owner	Tuck Management Pty Ltd
Applicant	SY Planning Services Pty Ltd
Application No.	24/14
Lot and Survey Plan	Lot 71 on SP333120
Date	15 November 2024
Approval	Minor Change to Development Permit – Material Change of Use

Development Application Details	
"Industry activities" – "Transport Depot" and "Accommodation activities" – "Rooming Accommodation" (8 Dwelling Units)	

Proposed Use	Charge Area	Type of Charge	Charge Amount (\$)	Unit	Total Charge (\$)
Transport Depot	A	Water, transport and parks	\$5.60 per m ² of GFA	499.21m ²	2,795.57
		Stormwater	1.00 per m ² of IA	9,090m ²	9,090
Rooming Accommodation	A	Water, transport, parks, stormwater	\$3,000 each 2 or less bedroom dwelling	8	24,000

Due Date	When the change happens	Total Charge (\$)	\$35,885.57
Charge to be paid to	Goondiwindi Regional Council		
Lapse Date	22 July 2030		

Authorised by:

Print Name: **Mr Carl Manton**
Chief Executive Officer

In accordance 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 "Industry activities" – "Transport Depot" and "Accommodation activities" –
"Rooming Accommodation" (8 Dwelling Units)

24/14

79 Glasser Street, Goondiwindi

Lot 71 on SP333120

On 7 November 2024, 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 Goondiwindi Region Planning Scheme 2018, the proposed changes were approved.

2. Assessment benchmarks

The following are the benchmarks applying for this development:

Benchmarks applying for the development	Benchmark reference
Schedule 2 of the <i>Planning Act 2016</i>	
Schedule 1 of the Development Assessment Rules	Items 4(a)-(i)
Mixed Use Zone Code	PO1-PO5
Transport and Infrastructure Code	PO1-PO15
Natural Resources Overlay Code	PO5-PO8
Flood Hazard Overlay Code	PO1-PO4

3. Compliance with benchmarks

Benchmark reference	Reasons for the approval despite non-compliance with benchmark
Mixed Use Zone Code Where for <i>Industry activities</i>: AO3.1 Operating hours are limited to between the hours of 7:00am and 6:00pm AO3.2 The loading and unloading of goods is limited to between the hours of: (a) 8:00am and 6:00pm, Monday to Friday; (b) 8:00am and 12:00pm, Saturdays; and no loading and unloading occurs on Sundays and public holidays.	Alternative Solution The applicant proposes for the Transport Depot to operate between 6:00am and 6:00pm, Monday to Friday and 7:00am to 6:00pm on Saturday. The proposed extension to the approved operating hours is minor and is not considered likely to significantly impact residential amenity. Complies Conditions will be retained ensuring loading and unloading activities comply with the acceptable outcome.

4. Relevant matters for impact assessable development

5. Matters raised in submissions for impact assessable development

6. Matters prescribed by Regulation



Attachment 5 – Rights of Appeal Waiver



Rights of Appeal Waiver

Planning Act 2016
Rights of Appeal Waiver

Purpose of this form: *This form will be used to process your request to waive your appeal rights to process your approval without unnecessary delay.*

Applicant:	
File Number:	
Property Address:	

This is to confirm that I/We have received the above approval and agree to the conditions contained therein. I/We hereby waive my/our appeal rights available under the *Planning Act 2016*.

Name		Name	
Signature		Signature	
Date		Date	

Please return this form to:

Post: LMB 7, Inglewood QLD 4387

Email: mail@grc.qld.gov.au

In person: Council Chambers, 4 McLean Street, Goondiwindi QLD 4390
Goondiwindi Civic Centre, 100 Marshall Street, Goondiwindi QLD 4390
Inglewood Customer Service Centre, 18 Elizabeth Street, Inglewood QLD 4387
Texas Customer Service Centre, High Street, Texas QLD 4385

Privacy Statement

This information collected on this Form will be used by the Goondiwindi Regional Council in accordance with the processing and assessment of your application. Your personal details will not be disclosed for a purpose outside of Council policy, except where required by legislation (including the *Information Privacy Act 2009*) or as required by the Queensland State Government. This information may be stored in the Council database.



Attachment 6 – *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.