

What is a Reconfiguration of a Lot?

A Reconfiguration of a Lot can mean any of the following:

- 1) Creating a new lot by subdividing another lot
- 2) Amalgamating two or more lots together
- 3) Rearranging the boundaries of a lot
- 4) Diving land into parts by Lease agreement exceeding more than 10 years, or
- 5) Creating an access easement from a constructed road.

What are the Minimum Lot Sizes?

Charters Towers Regional Town Plan Version 2 - Table 8.3.3.3(b)—Minimum Lot Size and Dimensions

Zone	Minimum lot size	Minimum frontage
General Residential	700m ²	15m
Centre	400m ²	10m
Industry Township	1,000m ²	20m
Rural residential	0.5ha	50m
• Hervey Range precinct	2ha	80m
• Environs precinct	8ha	80m
Emerging community and Industry investigation	50ha	Not specified
Rural	5,000ha	Not specified
Community facilities, Environmental management and conservation, Minor tourism, Recreation and open space, and Special purpose	Not specified	Not specified

What do I Need to Lodge a Development Application?

To lodge a properly made Development Application, you will need to provide:

- 1) Completion of [DA Form 1](#) (including owners consent)
- 2) [Plan of Reconfiguration](#) prepared by a qualified Surveyor
- 3) Payment of [Council Fee](#)
- 4) [Town Planning Report](#) including assessment against the [Charters Towers Regional Town Plan Version 2](#).

Depending on the zone of your lot, the minimum lot size and frontage requirement will vary. To achieve a favourable decision from Council, it is recommended that your proposal comply with these dimensions prior to lodgement.

What Will my Development Permit Contain?

Once approved, your Development permit will:

- 1) Contain development conditions that you must comply with prior to registering your Survey Plan such as:
 - a) Complying with any referral agency conditions
 - b) Connecting each lot to reticulated water, sewer, telecommunication and electricity infrastructure (where available)

The information collected on this form will be used by the Charters Towers Regional Council for the purpose of processing and assessment of your application/request. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the *Right to Information Act 2009* and *Information Privacy Act 2009*). This information will be stored on Council's database. The information collected will be retained as required by the *Public Records Act 2002*.

RECONFIGURING A LOT FACT SHEET

- c) Constructing a driveway crossover for each lot
 - d) Placement of new survey pegs on each lot
 - e) Paying the balance of any outstanding Council rates and infrastructure charges
 - f) Preparing the final Survey Plan by a qualified Surveyor (with Queensland Titles Survey Plan Sticker)
- 2) Include the approved Plan of Reconfiguration, and
 - 3) Have a currency of only four years.

How do I Have my Survey Plan Endorsed?

Once the conditions of your Development Permit have been complied with, you are then required to lodge your Survey Plan for endorsement with Council. Upon signing of your Survey Plan, you are then able to lodge this with the Queensland Titles Office. You can contact the Queensland Titles Office on the following:

13 74 68
Department of Natural Resources, Mines and Energy
Queensland Titles Office
PO Box 5318
TOWNSVILLE QLD 4810

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