

MP ref: M2351  
QA: hw.gm.mc

19 September 2024

Kelly Reaston  
Charters Towers Regional Council  
PO BOX 189  
CHARTERS TOWERS QLD 4820  
Via: [mail@charterstowers.qld.gov.au](mailto:mail@charterstowers.qld.gov.au)

**Attention: Kelly Reaston - Planning and Development**

Dear Kelly,

**Re: Development Application seeking a Development Permit for Material Change of Use – Childcare Centre (Extension to Kindergarten) on land described as Lot 246 on CP860302 and Lot 1 on MPH20696, and located at 10 Bridge Street, Richmond Hill**

On behalf of the Applicant, Milford Planning hereby make the enclosed development application seeking the abovementioned development approval on the abovementioned land in accordance with Section 51 of the *Planning Act 2016*.

#### **Assessment Fee**

The relevant assessment fee for the proposed development has been calculated below in accordance with Charters Towers Regional Council's (Council) Schedule of Fees and Charges 2024/25.

Component	Calculation	Fee
Childcare Centre	\$1,200 + \$5.00 per m <sup>2</sup> of GFA (50 m <sup>2</sup> )	<b>\$1,450.00</b>
		<b>TOTAL ASSESSMENT FEE: \$1,450.00</b>

We request a copy of Council's payment details to facilitate the payment of the above fee following receipt of this application.

---

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Townsville City Q 4810  
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Townsville City Q 4810  
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**Proceeding**

We look forward to working with Council to progress the proposed development, and request the opportunity to discuss any queries or further information that may be required prior to the issue of any formal correspondence.

In the instance that Council requires no further information, we look forward to receipt of Council's draft conditions for review and discussion prior to the issue of a Decision Notice.

If you have any questions regarding this correspondence, please contact the undersigned on TEL: (07) 4724 0095.

Yours sincerely,

**MILFORD PLANNING**

A handwritten signature in black ink, appearing to read 'gm', with the word 'Electronic' in a light grey font underneath it.

George Milford  
DIRECTOR

Encl: Development application package

Applicant **Stephen de Jersey  
Architect**

Reference **M2351**

Date **September 2024**

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# Development Application

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Proposed  
Development **Material Change of Use –  
Childcare Centre  
(Extension to  
Kindergarten)**

Property  
Details **Lot 246 on CP860302;  
and  
Lot 1 on MPH20696.  
10 Bridge Street,  
Richmond Hill**






## DOCUMENT CONTROL

<b>Applicant</b>	Stephen de Jersey Architect
<b>Proposed Development</b>	Material Change of Use – Childcare Centre (Extension to Kindergarten)
<b>Contact</b>	George Milford

### Quality Assurance

<b>Date</b> 19.9.24 <b>Version</b> 1 <b>Issue</b> Final <b>Template</b> DA-STN-1	 George Milford DIRECTOR
<b>Author and Reviewer</b>	

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## APPENDICES

<b>Appendix 1</b>	DA Form 1; and land owner's consent
<b>Appendix 2</b>	SmartMap; and site aerial plan of the subject site
<b>Appendix 3</b>	State Assessment Referral Agency mapping
<b>Appendix 4</b>	Proposed development plans



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## 1.0 INTRODUCTION

### 1.1 Purpose

The purpose of this development application is to seek approval for Material Change of Use – Childcare Centre (Extension to Kindergarten) (the proposed development) under the provisions of the *Planning Act 2016* (the Act).

The purpose of this report is to provide information about the site on which the subject development is proposed, detail of the proposed development, and an assessment against the relevant assessment benchmarks. The assessment detailed in this report has been undertaken in accordance with the provisions and subordinate planning controls under the Act.

### 1.2 Structure

This report provides the following information with respect to the assessment of the proposed development:

- overview of the site and surrounding area;
- description of the proposed development;
- overview of the relevant assessment framework;
- assessment of the proposed development against the relevant assessment benchmarks;  
and
- conclusion and recommendation.

This development application is made in accordance with Section 51 of the Act and contains the mandatory supporting information specified in the applicable DA Form. **Appendix 1** comprises DA Form 1 and the accompanying land owner's consent.



## 2.0 SUBJECT SITE

### 2.1 Site Parameters

The following parameters are applicable to the site of the proposed development (the subject site).

<b>Property Owner</b>	Blackheath & Thornburgh College (refer <b>Appendix 1</b> )
<b>Street Address</b>	10 Bridge Street, Richmond Hill
<b>Formal Description</b>	Lot 246 on CP860302; and Lot 1 on MPH20696.
<b>Site Area</b>	1,308 m <sup>2</sup> (combined) (refer <b>Appendix 2</b> )
<b>Easements</b>	The land is not burdened by any easements.
<b>Street Frontage</b>	Bridge Street
<b>Topography</b>	The site has generally even topography.
<b>Existing Use</b>	The building on site was established in the 1970's, designed for the operation of a kindergarten.
<b>Existing Infrastructure</b>	The site is serviced by the following infrastructure: <ul style="list-style-type: none"><li>▪ reticulated water (Council);</li><li>▪ reticulated sewer (Council);</li><li>▪ electricity (Ergon); and</li><li>▪ telecommunications (NBN).</li></ul>
<b>Local Heritage Register</b>	The site is not listed on the Local Heritage Register.
<b>Contaminated Land</b>	The land is not known to be included on the State Environmental Management Register or Contaminated Land Register.
<b>Relevant State Interests</b>	No State interests are relevant to the proposed development as detailed in the State Assessment Referral Agency (SARA) mapping (refer <b>Appendix 3</b> ).



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## 2.2 Surrounding Area

<b>North</b>	North of the site are residential properties.
<b>East</b>	Directly east of the site are residential properties. Further east is the Charters Towers Swimming Pool and Defiance Mill Park.
<b>South</b>	Directly south of the site are residential properties. Further south is the Blackheath & Thornburgh College campus.
<b>West</b>	Directly west of the site are residential properties and the Blackheath & Thornburgh College campus.



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## 3.0 PROPOSED DEVELOPMENT

### 3.1 Description of Proposed Development

The proposed development involves an extension to the existing kindergarten. Specific detail of the proposed development is provided below.

#### Purpose of Development

Blackheath & Thornburgh College (the College) currently operate on a campus approximately 60 m south of the subject site along Bridge Street. The College has received funding to extend the existing kindergarten building which operates on site, in line with current *Education and Care Services* legislation. The proposed works will accommodate an increase in capacity from 24 to 30 children through improvements in amenity and functionality of the space. The kindergarten was purchased by the College within the last twelve months to enable the continuation and growth of this service for the school community.

#### Design Overview

The proposed works will remove the front façade, including external walling and sunscreens, to accommodate a 50 sqm extension to the internal floor area, specifically the indoor activity and learning area. Additionally, the development will feature a new 40 sqm covered entrance area to better define and utilise this space. No material changes to the rest of the building are proposed.

#### Operational Overview

The kindergarten will continue to operate as per standard school hours, including limited after school-hours care.

#### Scale and Intensity

The scale and intensity of the use will each feature a marginal increase. The gross floor area (GFA) of the building will increase by 50 m<sup>2</sup>, to expand the internal play area. In turn, this will allow the kindergarten to enrol six more children, increasing capacity to 30. Changes in building scale will be negligible from the street, given the height and selection of materials, as well as significant screening from mature trees.

#### Access and Parking

No vehicle access and parking currently exist on the site due to the size and layout of the lot and its use as a kindergarten. On street parking currently services the centre, with 13 spaces directly along Bridge Street. This arrangement is considered appropriate and is not proposed to change as part of this application.



### **Water and Sewer**

No changes to water and sewerage arrangement are being proposed.

### **Stormwater**

No changes to the stormwater arrangements are proposed, with water directed to Bridge Street.

### **Electricity and Communications**

No changes to the existing electricity and communication connections are proposed.

### **Landscaping**

The proposed building extension will not impact on the existing mature trees on site, which are integral to the outdoor play area. No other changes to landscaping are being proposed.

## **3.2 Development Plans**

The proposed development is detailed in the plans provided at **Appendix 4** and listed below.

<b>Title</b>	<b>Number</b>	<b>Issue</b>	<b>Date</b>
Survey Plan	2402-DD1.3	A	20.6.24
Demolition Ground Plan	2402-DD2.1	A	20.6.24
Demolition Roof Plan	2402-DD2.2	A	20.6.24
Demolition Elevations	2402-DD2.3	A	20.6.24
Demolition Sections	2402-DD2.4	A	20.6.24
Ground Plan Proposed	2402-DD3.1	A	20.6.24
Roof Plan Proposed	2402-DD3.2	A	20.6.24
Elevations Proposed	2402-DD3.3	A	20.6.24
Sections Proposed	2402-DD3.4	A	20.6.24

## **3.3 Prelodgement Meeting**

The proposed development was the subject of discussion between Charters Towers Regional Council (Council) and Blackheath & Thornburgh College as part of a due diligence period for the purchase of the kindergarten by the College. Council was noted as being generally supportive of the proposed development, and in particular, it was noted that the existing on street parking arrangement and increase in capacity to 30 children would be acceptable to Council.



## 4.0 ASSESSMENT FRAMEWORK

### 4.1 Planning Act 2016

The *Planning Act 2016* (the Act) provides the framework for Queensland's planning system and coordinates local, regional, and State planning. The Act allows for the establishment and is supported by subordinate planning legislation and instruments such as planning schemes. The provisions of the Act are therefore applicable to the proposed development.

### 4.2 Planning Regulation 2017

The *Planning Regulation 2017* (the Regulation) is established under the Act and provides support to the Act by detailing how it functions at a practical level. The Regulation determines the Assessment Manager and Referral Agencies relevant to assessable development, and relevant State interests through the State Planning Policy (SPP) and State Development Assessment Provisions (SDAP). The provisions of the Regulation are therefore applicable to the proposed development.

### 4.3 Approval Sought

<b>Approval Type</b>	Development Permit
<b>Development Type</b>	Material Change of Use
<b>Definition or General Description</b>	Childcare Centre
<b>Specific Description</b>	(Extension to Kindergarten)

### 4.4 Assessment Manager Assessment Parameters

<b>Assessment Manager</b>	Charters Towers Regional Council
<b>Planning Instrument</b>	<i>Charters Towers Regional Town Plan 2020</i> (the planning scheme)
<b>Zone and Precinct</b>	General Residential Zone
<b>Category of Assessment</b>	Code
<b>Table of Assessment Reference</b>	Table 5.4.1.1 – Childcare centre (if building height does not exceed 8.5 m and 2 storeys)



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<b>Assessment Manager Assessment Benchmarks</b>	<ul style="list-style-type: none"><li>▪ General Residential Zone Code</li><li>▪ Development Works Code</li><li>▪ Landscaping Code</li></ul>
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#### **4.5 Referral Agency Assessment Parameters**

<b>Referral Agencies</b>	No referral agencies are relevant to the proposed development.
<b>Planning Instrument</b>	<i>Planning Regulation 2017</i> (the Regulation)
<b>Referral Triggers</b>	The proposed development does not trigger referral.



## 5.0 ASSESSMENT MANAGER CONSIDERATIONS

### 5.1 State Planning Policy

The *State Planning Policy* (the SPP) is a State planning instrument established under the Act and is designed to ensure the State's interests in planning are protected and delivered as part of local government planning across Queensland. Local government use the SPP when making or amending its planning scheme. Local government will also assess aspects of development applications using the SPP if their local planning scheme has not integrated certain State interests.

In accordance with Section 2.1 – State Planning Policy (SPP) of the planning scheme, the Minister has identified that all relevant State interests as outlined in the SPP dated July 2017 have been integrated into the planning scheme.

For the purpose of the proposed development, we consider that assessment against the provisions of the SPP is not required, and all relevant matters will be dealt with under the provisions of the planning scheme.

### 5.2 Regional Plan

Regional plans are State planning instruments established under the Act, and set the long-term strategic direction for how regions grow and respond to change. Regional plans are designed to facilitate economic growth, development, liveable communities, and the protection of natural resources. Regional plans seek to balance the State interests identified by the SPP in the context of the particular region they apply to.

The *North Queensland Regional Plan* (the Regional Plan) applies to the local government areas of Townsville City, Hinchinbrook Shire, Burdekin Shire, Charters Towers Regional, and Palm Island Aboriginal Shire. The Regional Plan was implemented in March 2020, and seeks to capitalise on the growth, prosperity, and diversity of the region by supporting a vibrant economy, generating jobs, improving business investment, protecting our natural environment, and encouraging tourism and lifestyle opportunities over the next 25 years.

The proposed development is considered to align with the goals outlined in the Regional Plan. In particular, the proposed development will further Goal 1 – A leading economy in regional Australia Goal 2 – A rich and healthy natural environment Goal 3 – Liveable, sustainable and resilient communities that promote living in the tropics Goal 4 – A safe, connected and efficient North Queensland.



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### **5.3 Planning Scheme Purpose and Overall Outcomes**

The proposed development is considered to further the purpose and overall outcomes sought by the relevant planning scheme codes by demonstrating compliance with the relevant performance and accepted outcomes.



## 5.4 Planning Scheme Assessment Matrix

The assessment matrix below summarises the outcome of an assessment of the proposed development against the relevant performance and accepted outcomes of the applicable Assessment Manager assessment benchmarks. The assessment matrix identifies the level of compliance of the proposed development in accordance with the legend below.

Criteria Item (PO or AO)		General Residential Zone Code		Development Works Code		Landscaping Code			
		PO	AO	PO	AO	PO	AO	PO	AO
1									
2									
3									
4									
5									
6									
7									
8									
9									
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35									
36									

Criteria identified in the assessment matrix as requiring further explanation or further assessment is addressed in the following subsection.



## 5.5 Planning Scheme Detailed Assessment

### General Residential Zone Code

#### PO8

Development has a high-quality appearance and makes a positive contribution to the streetscape.

#### AO8.1

Landscaping is to be provided at a minimum dimension of 1.5m in width along the full frontage of any road.

#### AO8.2

For any Multiple dwelling or Retirement facility, balconies or verandahs occupy a minimum of 50% of the building facade fronting the street.

#### Complies with PO8

The proposed works will deliver a new façade to the building and make a positive contribute to the streetscape. With respect to landscaping, no changes are being proposed. This is due to the maturity and functionality of the existing landscaping, both to the operation of the kindergarten and contribution to the street. The existing landscaping features several shade trees, gardens beds and turf. These natural elements service the space for use as an outdoor play area and are considered appropriate to remain unchanged.

#### PO12

Design elements contribute to an interesting and attractive building through:

- (a) the provision of projections and recesses in the façade which reflect changes in internal functions of buildings;
- (b) variations in materials and building form;
- (c) modulation in the façade, horizontally or vertically;
- (d) articulation of building entrances and openings;
- (e) corner treatments to address both street frontages;
- (f) elements which assist in wayfinding and legibility; and
- (g) elements which relate to the context including surrounding buildings, parks, streets and open spaces.

No acceptable outcome is nominated.

#### Complies with PO12

The proposed development will improve the existing building in functionality and design. The proposed 40 sqm undercover area will define and articulate the entrance, and better integrate indoor and outdoor play areas. Specific design elements such as a vertically staggered roof line, modulated façade, variation in material, and improved scale of the entry area, will all contribute to an interesting and attractive building.

**PO22**

Development is low impact, limited in scale and:

- (a) compatible with neighbouring residential uses and complementary to local character;
- (b) incorporates design elements that are consistent with the surrounding residential development;
- (c) supports the day to day needs of residents;
- (d) located on a site which must adequately accommodate activity needs and space requirements; and
- (e) does not undermine the viability of nearby centres.

No acceptable outcome is nominated.

**Complies with PO22**

The design of the proposed extension works ensure the current scale of the building is retained. Whilst the building will sit closer to the frontage, the setback will still be greater than 20 m. Additionally, given the proposed entry awning will run below the main roof line, the building will retain its low profile, consistent with surrounding properties. We note that the neighbouring property on Lot 2 on MPH1534 is a two-storey building and is substantially taller than the kindergarten. Trees on the front of the lot, including a mature mango tree, screen much of the built form of the kindergarten from the street and surrounding properties. In the context of the above, it is considered the works to be compatible to the area and will support the continued operation of the kindergarten for the community.

**PO23**

Development is highly accessible and is co-located with, or located close to, the commercial centre of Charters Towers or other community or recreation uses.

No acceptable outcome is nominated.

**Complies with PO23**

The location of the kindergarten on Bridge Street, specifically its proximity to the Blackheath and Thornburgh College campus, allows for the appropriate co-location of facilities to better service the community. The historic operation of this facility, in this location, demonstrates the site's suitability for this purpose.



## Development Works Code

### PO8

Development includes the provision of adequate and convenient car parking on site to satisfy the anticipated requirements of the land use or activity.

### AO8

Car parking is provided in accordance with Table 8.3.1.3(b)–Car parking requirements.

### Complies with PO8

As mentioned, the kindergarten is currently serviced by 13 on street vehicle parking spaces. Whilst the proposed works will facilitate an increase in capacity from 24 to 30 children, the maximum capacity is considered modest and is not anticipated to strain the existing parking arrangement. We note that since after school hours care will likely be offered by the kindergarten, meaning pick-up times will be staggered and vehicles will not impact traffic flow on Bridge Street. The increase in capacity is unlikely to have a material impact upon parking demand.

### PO12

Footpaths in the road reserve are provided along all road frontages and are paved in durable and stable materials matching any adjacent development footpaths.

### AO12

Footpaths are:

- (a) provided for the full width and length of all road frontages;
- (b) designed and constructed in accordance with the requirements of the Development works Town plan policy; and
- (c) certified by a Registered Professional Engineer of Queensland.

### Complies with PO12

Given there are currently no footpaths along Bridge Street, it is considered unnecessary to provide a section of footpath fronting the lot. Nevertheless, we note that there is an existing concreted pad on the road reserve between the gate and the street. This access is considered appropriate, especially given that trips will likely be taken by a vehicle.

### PO20

Where buildings and structures are located on multiple lots, these are amalgamated to form one lot.

No acceptable outcome specified.

### Does not comply with PO20

The existing kindergarten is currently built over two adjoining lots, being Lot 246 on CP860302 and Lot 1 on MPH20696. Given the proposed development involves a modest extension to the existing building and is not changing the use or greatly increasing intensity, we consider the existing arrangement as sufficient and an amalgamation as unnecessary.



## Landscape Code

### PO3

Street trees are provided in appropriate locations to:

- (a) provide shade for pedestrians along footpaths;
- (b) reinforce the legibility of the movement network;
- (c) avoid damage to public or private property or infrastructure;
- (d) enhance the character of the streetscape; and
- (e) ensure visibility is maintained from entrances and exits to properties and at intersections.

### AO3

Street trees are provided at the rate whichever is the lesser of:

- (a) one street tree per lot frontage or one tree per 10 linear metres of road frontage; or
- (b) a minimum of 1 tree per 400m<sup>2</sup> of site area.

### Complies with PO3

As discussed, the front of the lot features established landscaping, including large mature shade trees. The landscaping elements frame and service the space for outdoor play and contribute to the streetscape. We note that the section of Bridge Street, which the site is located on, does not feature any footpaths or street trees. This is likely due to the low-density nature of the area, ease of Council maintenance and presence of overhead powerlines. Given this arrangement, combined with the existing mature landscaping at the front of the lot, we do not consider it necessary to include street trees.

### PO4

Street treatments including pavement, seating, lighting, rubbish bins are provided to:

- (a) enhance the usability and amenity of streets and public spaces;
- (b) facilitate social interaction; and
- (c) maintain clean streetscapes.

*Editor's note—Refer also to the Development works Town plan policy.*

No acceptable outcome is nominated.

### Complies with PO4

Given the existing condition of this section of Bridge Street, as well as surrounding streets, which are unpaved and without street furniture, we do not consider it necessary to provide either as part of the development. This is largely due to its location outside of the town centre. The existing streetscape is regarded as neat and appropriate for the nature of the area, which is generally residential.



## 6.0 CONCLUSION

### 6.1 Assessment Summary

The assessment of the proposed development against the relevant assessment benchmarks detailed in this development application supports a recommendation for approval based on the following reasons:

- the proposed development complies with the relevant assessment benchmarks; and
- compliance with the relevant assessment benchmarks can be managed through reasonable and relevant conditions.

### 6.2 Recommended Conditions of Approval

Given the above facts and circumstances presented in this development application, we recommend that Council **approve** the proposed development subject to the following reasonable and relevant conditions that are considered specifically relevant to the proposed development.

#### Condition 1 – Approved Plans and Supporting Documentation

- (a) The development must generally comply with the plan(s) referenced in the table below and attached as stamped "Approved Subject to Conditions" which forms part of this approval, unless otherwise specified by any condition of this approval.

Title	Number	Issue	Date
Survey Plan	2402-DD1.3	A	20.6.24
Demolition Ground Plan	2402-DD2.1	A	20.6.24
Demolition Roof Plan	2402-DD2.2	A	20.6.24
Demolition Elevations	2402-DD2.3	A	20.6.24
Demolition Sections	2402-DD2.4	A	20.6.24
Ground Plan Proposed	2402-DD3.1	A	20.6.24
Roof Plan Proposed	2402-DD3.2	A	20.6.24
Elevations Proposed	2402-DD3.3	A	20.6.24
Sections Proposed	2402-DD3.4	A	20.6.24

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# Attachment 1

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# DA Form 1 – Development application details

Approved form (version 1.6 effective 2 August 2024) made under section 282 of the Planning Act 2016.

This form **must** be used to make a development application **involving code assessment or impact assessment**, except when applying for development involving only building work.

For a development application involving **building work only**, use *DA Form 2 – Building work details*.

For a development application involving **building work associated with any other type of assessable development (i.e. material change of use, operational work or reconfiguring a lot)**, use this form (*DA Form 1*) and parts 4 to 6 of *DA Form 2 – Building work details*.

Unless stated otherwise, all parts of this form **must** be completed in full and all required supporting information **must** accompany the development application.

One or more additional pages may be attached as a schedule to this development application if there is insufficient space on the form to include all the necessary information.

This form and any other form relevant to the development application must be used to make a development application relating to strategic port land and Brisbane core port land under the *Transport Infrastructure Act 1994*, and airport land under the *Airport Assets (Restructuring and Disposal) Act 2008*. For the purpose of assessing a development application relating to strategic port land and Brisbane core port land, any reference to a planning scheme is taken to mean a land use plan for the strategic port land, Brisbane port land use plan for Brisbane core port land, or a land use plan for airport land.

**Note:** All terms used in this form have the meaning given under the Planning Act 2016, the Planning Regulation 2017, or the Development Assessment Rules (DA Rules).

## PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	Stephen de Jersey Architects C/- Milford Planning
Contact name (only applicable for companies)	George Milford
Postal address (P.O. Box or street address)	PO Box 5463
Suburb	Townsville City
State	Queensland
Postcode	4810
Country	Australia
Contact number	(07) 4724 0095
Email address (non-mandatory)	info@milfordplanning.com.au
Mobile number (non-mandatory)	
Fax number (non-mandatory)	
Applicant's reference number(s) (if applicable)	M2351

### 1.1) Home-based business

☐ Personal details to remain private in accordance with section 264(6) of *Planning Act 2016*

### 2) Owner's consent

#### 2.1) Is written consent of the owner required for this development application?

- ☒ Yes – the written consent of the owner(s) is attached to this development application  
☐ No – proceed to 3)

## PART 2 – LOCATION DETAILS

### 3) Location of the premises (complete 3.1) or 3.2), and 3.3) as applicable)

**Note:** Provide details below and attach a site plan for any or all premises part of the development application. For further information, see [DA Forms Guide: Relevant plans](#).

#### 3.1) Street address and lot on plan

- ☒ Street address **AND** lot on plan (all lots must be listed), **or**  
☐ Street address **AND** lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).

a)	Unit No.	Street No.	Street Name and Type	Suburb
		10	Bridge Street	Richmond Hill
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4820	246	CP860302	Charters Towers Regional Council
b)	Unit No.	Street No.	Street Name and Type	Suburb
		10	Bridge Street	Richmond Hill
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4820	1	MPH20696	Charters Towers Regional Council

#### 3.2) Coordinates of premises (appropriate for development in remote areas, over part of a lot or in water not adjoining or adjacent to land e.g. channel dredging in Moreton Bay)

**Note:** Place each set of coordinates in a separate row.

- ☐ Coordinates of premises by longitude and latitude

Longitude(s)	Latitude(s)	Datum	Local Government Area(s) (if applicable)
		<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:	

- ☐ Coordinates of premises by easting and northing

Easting(s)	Northing(s)	Zone Ref.	Datum	Local Government Area(s) (if applicable)
		<input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56	<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:	

#### 3.3) Additional premises

- ☐ Additional premises are relevant to this development application and the details of these premises have been attached in a schedule to this development application  
☒ Not required

#### 4) Identify any of the following that apply to the premises and provide any relevant details

- ☐ In or adjacent to a water body or watercourse or in or above an aquifer

Name of water body, watercourse or aquifer:

- ☐ On strategic port land under the *Transport Infrastructure Act 1994*

Lot on plan description of strategic port land:

Name of port authority for the lot:

- ☐ In a tidal area

Name of local government for the tidal area (if applicable):

Name of port authority for tidal area (if applicable)

<input type="checkbox"/> On airport land under the <i>Airport Assets (Restructuring and Disposal) Act 2008</i>
Name of airport: <input type="text"/>
<input type="checkbox"/> Listed on the Environmental Management Register (EMR) under the <i>Environmental Protection Act 1994</i>
EMR site identification: <input type="text"/>
<input type="checkbox"/> Listed on the Contaminated Land Register (CLR) under the <i>Environmental Protection Act 1994</i>
CLR site identification: <input type="text"/>

#### 5) Are there any existing easements over the premises?

*Note: Easement uses vary throughout Queensland and are to be identified correctly and accurately. For further information on easements and how they may affect the proposed development, see [DA Forms Guide](#).*

- ☐ Yes – All easement locations, types and dimensions are included in plans submitted with this development application
- ☒ No

## PART 3 – DEVELOPMENT DETAILS

### Section 1 – Aspects of development

#### 6.1) Provide details about the first development aspect

a) What is the type of development? *(tick only one box)*

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

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

- ☒ Development permit    ☐ Preliminary approval    ☐ Preliminary approval that includes a variation approval

c) What is the level of assessment?

- ☒ Code assessment    ☐ Impact assessment *(requires public notification)*

d) Provide a brief description of the proposal *(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):*

Extension to existing Kindergarten

e) Relevant plans

**Note:** *Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms guide: Relevant plans](#).*

- ☒ Relevant plans of the proposed development are attached to the development application

#### 6.2) Provide details about the second development aspect

a) What is the type of development? *(tick only one box)*

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

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

- ☐ Development permit    ☐ Preliminary approval    ☐ Preliminary approval that includes a variation approval

c) What is the level of assessment?

- ☐ Code assessment    ☐ Impact assessment *(requires public notification)*

d) Provide a brief description of the proposal *(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):*

e) Relevant plans

**Note:** *Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms Guide: Relevant plans](#).*

- ☐ Relevant plans of the proposed development are attached to the development application

**6.3) Additional aspects of development**

- ☐ Additional aspects of development are relevant to this development application and the details for these aspects that would be required under Part 3 Section 1 of this form have been attached to this development application
- ☒ Not required

**6.4) Is the application for State facilitated development?**

- ☐ Yes - Has a notice of declaration been given by the Minister?
- ☒ No

**Section 2 – Further development details****7) Does the proposed development application involve any of the following?**

Material change of use	<input checked="" type="checkbox"/> Yes – complete division 1 if assessable against a local planning instrument
Reconfiguring a lot	<input type="checkbox"/> Yes – complete division 2
Operational work	<input type="checkbox"/> Yes – complete division 3
Building work	<input type="checkbox"/> Yes – complete <i>DA Form 2 – Building work details</i>

**Division 1 – Material change of use**

**Note:** This division is only required to be completed if any part of the development application involves a material change of use assessable against a local planning instrument.

**8.1) Describe the proposed material change of use**

Provide a general description of the proposed use	Provide the planning scheme definition (include each definition in a new row)	Number of dwelling units (if applicable)	Gross floor area (m <sup>2</sup> ) (if applicable)
Extension to Kindergarten	Childcare Centre		50

**8.2) Does the proposed use involve the use of existing buildings on the premises?**

- ☒ Yes
- ☐ No

**8.3) Does the proposed development relate to temporary accepted development under the Planning Regulation?**

- ☐ Yes – provide details below or include details in a schedule to this development application
- ☒ No

Provide a general description of the temporary accepted development	Specify the stated period dates under the Planning Regulation

**Division 2 – Reconfiguring a lot**

**Note:** This division is only required to be completed if any part of the development application involves reconfiguring a lot.

**9.1) What is the total number of existing lots making up the premises?**

--

**9.2) What is the nature of the lot reconfiguration? (tick all applicable boxes)**

<input type="checkbox"/> Subdivision (complete 10)	<input type="checkbox"/> Dividing land into parts by agreement (complete 11)
<input type="checkbox"/> Boundary realignment (complete 12)	<input type="checkbox"/> Creating or changing an easement giving access to a lot from a constructed road (complete 13)

10) Subdivision				
10.1) For this development, how many lots are being created and what is the intended use of those lots:				
Intended use of lots created	Residential	Commercial	Industrial	Other, please specify:
Number of lots created				

10.2) Will the subdivision be staged?	
<input type="checkbox"/> Yes – provide additional details below <input type="checkbox"/> No	
How many stages will the works include?	
What stage(s) will this development application apply to?	

11) Dividing land into parts by agreement – how many parts are being created and what is the intended use of the parts?				
Intended use of parts created	Residential	Commercial	Industrial	Other, please specify:
Number of parts created				

12) Boundary realignment			
12.1) What are the current and proposed areas for each lot comprising the premises?			
Current lot		Proposed lot	
Lot on plan description	Area (m <sup>2</sup> )	Lot on plan description	Area (m <sup>2</sup> )
12.2) What is the reason for the boundary realignment?			

13) What are the dimensions and nature of any existing easements being changed and/or any proposed easement? (attach schedule if there are more than two easements)				
Existing or proposed?	Width (m)	Length (m)	Purpose of the easement? (e.g. pedestrian access)	Identify the land/lot(s) benefitted by the easement

### Division 3 – Operational work

**Note:** This division is only required to be completed if any part of the development application involves operational work.

14.1) What is the nature of the operational work?	
<input type="checkbox"/> Road work <input type="checkbox"/> Drainage work <input type="checkbox"/> Landscaping <input type="checkbox"/> Other – please specify:	<input type="checkbox"/> Stormwater <input type="checkbox"/> Earthworks <input type="checkbox"/> Signage <input type="checkbox"/> Water infrastructure <input type="checkbox"/> Sewage infrastructure <input type="checkbox"/> Clearing vegetation
14.2) Is the operational work necessary to facilitate the creation of new lots? (e.g. subdivision)	
<input type="checkbox"/> Yes – specify number of new lots:	
<input type="checkbox"/> No	

14.3) What is the monetary value of the proposed operational work? (include GST, materials and labour)

\$

## PART 4 – ASSESSMENT MANAGER DETAILS

15) Identify the assessment manager(s) who will be assessing this development application

Charters Towers Regional Council

16) Has the local government agreed to apply a superseded planning scheme for this development application?

- ☐ Yes – a copy of the decision notice is attached to this development application
- ☐ The local government is taken to have agreed to the superseded planning scheme request – relevant documents attached
- ☒ No

## PART 5 – REFERRAL DETAILS

17) Does this development application include any aspects that have any referral requirements?

**Note:** A development application will require referral if prescribed by the Planning Regulation 2017.

- ☒ No, there are no referral requirements relevant to any development aspects identified in this development application – proceed to Part 6

Matters requiring referral to the **Chief Executive of the Planning Act 2016:**

- ☐ Clearing native vegetation
- ☐ Contaminated land (*unexploded ordnance*)
- ☐ Environmentally relevant activities (ERA) (*only if the ERA has not been devolved to a local government*)
- ☐ Fisheries – aquaculture
- ☐ Fisheries – declared fish habitat area
- ☐ Fisheries – marine plants
- ☐ Fisheries – waterway barrier works
- ☐ Hazardous chemical facilities
- ☐ Heritage places – Queensland heritage place (*on or near a Queensland heritage place*)
- ☐ Infrastructure-related referrals – designated premises
- ☐ Infrastructure-related referrals – state transport infrastructure
- ☐ Infrastructure-related referrals – State transport corridor and future State transport corridor
- ☐ Infrastructure-related referrals – State-controlled transport tunnels and future state-controlled transport tunnels
- ☐ Infrastructure-related referrals – near a state-controlled road intersection
- ☐ Koala habitat in SEQ region – interfering with koala habitat in koala habitat areas outside koala priority areas
- ☐ Koala habitat in SEQ region – key resource areas
- ☐ Ports – Brisbane core port land – near a State transport corridor or future State transport corridor
- ☐ Ports – Brisbane core port land – environmentally relevant activity (ERA)
- ☐ Ports – Brisbane core port land – tidal works or work in a coastal management district
- ☐ Ports – Brisbane core port land – hazardous chemical facility
- ☐ Ports – Brisbane core port land – taking or interfering with water
- ☐ Ports – Brisbane core port land – referable dams
- ☐ Ports – Brisbane core port land – fisheries
- ☐ Ports – Land within Port of Brisbane's port limits (*below high-water mark*)
- ☐ SEQ development area
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – tourist activity or sport and recreation activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – community activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – indoor recreation
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – urban activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – combined use
- ☐ SEQ northern inter-urban break – tourist activity or sport and recreation activity



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<input type="checkbox"/> SEQ northern inter-urban break – community activity <input type="checkbox"/> SEQ northern inter-urban break – indoor recreation <input type="checkbox"/> SEQ northern inter-urban break – urban activity <input type="checkbox"/> SEQ northern inter-urban break – combined use <input type="checkbox"/> Tidal works or works in a coastal management district <input type="checkbox"/> Reconfiguring a lot in a coastal management district or for a canal <input type="checkbox"/> Erosion prone area in a coastal management district <input type="checkbox"/> Urban design <input type="checkbox"/> Water-related development – taking or interfering with water <input type="checkbox"/> Water-related development – removing quarry material <i>(from a watercourse or lake)</i> <input type="checkbox"/> Water-related development – referable dams <input type="checkbox"/> Water-related development – levees <i>(category 3 levees only)</i> <input type="checkbox"/> Wetland protection area
<b>Matters requiring referral to the local government:</b> <input type="checkbox"/> Airport land <input type="checkbox"/> Environmentally relevant activities (ERA) <i>(only if the ERA has been devolved to local government)</i> <input type="checkbox"/> Heritage places – Local heritage places
<b>Matters requiring referral to the Chief Executive of the distribution entity or transmission entity:</b> <input type="checkbox"/> Infrastructure-related referrals – Electricity infrastructure
<b>Matters requiring referral to:</b> <ul style="list-style-type: none"> <li>• The <b>Chief Executive of the holder of the licence</b>, if not an individual</li> <li>• The <b>holder of the licence</b>, if the holder of the licence is an individual</li> </ul> <input type="checkbox"/> Infrastructure-related referrals – Oil and gas infrastructure
<b>Matters requiring referral to the Brisbane City Council:</b> <input type="checkbox"/> Ports – Brisbane core port land
<b>Matters requiring referral to the Minister responsible for administering the Transport Infrastructure Act 1994:</b> <input type="checkbox"/> Ports – Brisbane core port land <i>(where inconsistent with the Brisbane port LUP for transport reasons)</i> <input type="checkbox"/> Ports – Strategic port land
<b>Matters requiring referral to the relevant port operator, if applicant is not port operator:</b> <input type="checkbox"/> Ports – Land within Port of Brisbane's port limits <i>(below high-water mark)</i>
<b>Matters requiring referral to the Chief Executive of the relevant port authority:</b> <input type="checkbox"/> Ports – Land within limits of another port <i>(below high-water mark)</i>
<b>Matters requiring referral to the Gold Coast Waterways Authority:</b> <input type="checkbox"/> Tidal works or work in a coastal management district <i>(in Gold Coast waters)</i>
<b>Matters requiring referral to the Queensland Fire and Emergency Service:</b> <input type="checkbox"/> Tidal works or work in a coastal management district <i>(involving a marina (more than six vessel berths))</i>

<b>18) Has any referral agency provided a referral response for this development application?</b>		
<input type="checkbox"/> Yes – referral response(s) received and listed below are attached to this development application <input checked="" type="checkbox"/> No		
Referral requirement	Referral agency	Date of referral response
Identify and describe any changes made to the proposed development application that was the subject of the referral response and this development application, or include details in a schedule to this development application <i>(if applicable)</i> .		

PART 6 – INFORMATION REQUEST

19) Information request under the DA Rules

☒ I agree to receive an information request if determined necessary for this development application

☐ I do not agree to accept an information request for this development application

**Note:** By not agreeing to accept an information request I, the applicant, acknowledge:

- that this development application will be assessed and decided based on the information provided when making this development application and the assessment manager and any referral agencies relevant to the development application are not obligated under the DA Rules to accept any additional information provided by the applicant for the development application unless agreed to by the relevant parties
- Part 3 under Chapter 1 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules or
- Part 2 under Chapter 2 of the DA Rules will still apply if the application is for state facilitated development

Further advice about information requests is contained in the [DA Forms Guide](#).

PART 7 – FURTHER DETAILS

20) Are there any associated development applications or current approvals? (e.g. a preliminary approval)

☐ Yes – provide details below or include details in a schedule to this development application

☒ No

List of approval/development application references	Reference number	Date	Assessment manager
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			

21) Has the portable long service leave levy been paid? (only applicable to development applications involving building work or operational work)

☐ Yes – a copy of the receipted QLeave form is attached to this development application

☐ No – I, the applicant will provide evidence that the portable long service leave levy has been paid before the assessment manager decides the development application. I acknowledge that the assessment manager may give a development approval only if I provide evidence that the portable long service leave levy has been paid

☒ Not applicable (e.g. building and construction work is less than \$150,000 excluding GST)

Amount paid	Date paid (dd/mm/yy)	QLeave levy number (A, B or E)
\$		

22) Is this development application in response to a show cause notice or required as a result of an enforcement notice?

☐ Yes – show cause or enforcement notice is attached

☒ No

## 23) Further legislative requirements

### Environmentally relevant activities

23.1) Is this development application also taken to be an application for an environmental authority for an **Environmentally Relevant Activity (ERA)** under section 115 of the *Environmental Protection Act 1994*?

- ☐ Yes – the required attachment (form ESR/2015/1791) for an application for an environmental authority accompanies this development application, and details are provided in the table below
- ☒ No

**Note:** Application for an environmental authority can be found by searching “ESR/2015/1791” as a search term at [www.qld.gov.au](http://www.qld.gov.au). An ERA requires an environmental authority to operate. See [www.business.qld.gov.au](http://www.business.qld.gov.au) for further information.

Proposed ERA number:		Proposed ERA threshold:	
Proposed ERA name:			

- ☐ Multiple ERAs are applicable to this development application and the details have been attached in a schedule to this development application.

### Hazardous chemical facilities

23.2) Is this development application for a **hazardous chemical facility**?

- ☐ Yes – Form 536: Notification of a facility exceeding 10% of schedule 15 threshold is attached to this development application
- ☒ No

**Note:** See [www.business.qld.gov.au](http://www.business.qld.gov.au) for further information about hazardous chemical notifications.

### Clearing native vegetation

23.3) Does this development application involve **clearing native vegetation** that requires written confirmation that the chief executive of the *Vegetation Management Act 1999* is satisfied the clearing is for a relevant purpose under section 22A of the *Vegetation Management Act 1999*?

- ☐ Yes – this development application includes written confirmation from the chief executive of the *Vegetation Management Act 1999* (s22A determination)
- ☒ No

**Note:** 1. Where a development application for operational work or material change of use requires a s22A determination and this is not included, the development application is prohibited development.  
2. See <https://www.qld.gov.au/environment/land/vegetation/applying> for further information on how to obtain a s22A determination.

### Environmental offsets

23.4) Is this development application taken to be a prescribed activity that may have a significant residual impact on a **prescribed environmental matter** under the *Environmental Offsets Act 2014*?

- ☐ Yes – I acknowledge that an environmental offset must be provided for any prescribed activity assessed as having a significant residual impact on a prescribed environmental matter
- ☒ No

**Note:** The environmental offset section of the Queensland Government's website can be accessed at [www.qld.gov.au](http://www.qld.gov.au) for further information on environmental offsets.

### Koala habitat in SEQ Region

23.5) Does this development application involve a material change of use, reconfiguring a lot or operational work which is assessable development under Schedule 10, Part 10 of the Planning Regulation 2017?

- ☐ Yes – the development application involves premises in the koala habitat area in the koala priority area
- ☐ Yes – the development application involves premises in the koala habitat area outside the koala priority area
- ☒ No

**Note:** If a koala habitat area determination has been obtained for this premises and is current over the land, it should be provided as part of this development application. See koala habitat area guidance materials at [www.desi.qld.gov.au](http://www.desi.qld.gov.au) for further information.

### **Water resources**

23.6) Does this development application involve **taking or interfering with underground water through an artesian or subartesian bore, taking or interfering with water in a watercourse, lake or spring, or taking overland flow water under the *Water Act 2000***?

- ☐ Yes – the relevant template is completed and attached to this development application and I acknowledge that a relevant authorisation or licence under the *Water Act 2000* may be required prior to commencing development
- ☒ No

**Note:** Contact the Department of Resources at [www.resources.qld.gov.au](http://www.resources.qld.gov.au) for further information.

DA templates are available from [planning.statedevelopment.qld.gov.au](http://planning.statedevelopment.qld.gov.au). If the development application involves:

- Taking or interfering with underground water through an artesian or subartesian bore: complete DA Form 1 Template 1
- Taking or interfering with water in a watercourse, lake or spring: complete DA Form 1 Template 2
- Taking overland flow water: complete DA Form 1 Template 3.

### **Waterway barrier works**

23.7) Does this application involve **waterway barrier works**?

- ☐ Yes – the relevant template is completed and attached to this development application
- ☒ No

DA templates are available from [planning.statedevelopment.qld.gov.au](http://planning.statedevelopment.qld.gov.au). For a development application involving waterway barrier works, complete DA Form 1 Template 4.

### **Marine activities**

23.8) Does this development application involve **aquaculture, works within a declared fish habitat area or removal, disturbance or destruction of marine plants**?

- ☐ Yes – an associated resource allocation authority is attached to this development application, if required under the *Fisheries Act 1994*
- ☒ No

**Note:** See guidance materials at [www.daf.qld.gov.au](http://www.daf.qld.gov.au) for further information.

### **Quarry materials from a watercourse or lake**

23.9) Does this development application involve the **removal of quarry materials from a watercourse or lake under the *Water Act 2000***?

- ☐ Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development
- ☒ No

**Note:** Contact the Department of Resources at [www.resources.qld.gov.au](http://www.resources.qld.gov.au) and [www.business.qld.gov.au](http://www.business.qld.gov.au) for further information.

### **Quarry materials from land under tidal waters**

23.10) Does this development application involve the **removal of quarry materials from land under tidal water under the *Coastal Protection and Management Act 1995***?

- ☐ Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development
- ☒ No

**Note:** Contact the Department of Environment, Science and Innovation at [www.desi.qld.gov.au](http://www.desi.qld.gov.au) for further information.

### **Referable dams**

23.11) Does this development application involve a **referable dam** required to be failure impact assessed under section 343 of the *Water Supply (Safety and Reliability) Act 2008* (the *Water Supply Act*)?

- ☐ Yes – the 'Notice Accepting a Failure Impact Assessment' from the chief executive administering the *Water Supply Act* is attached to this development application
- ☒ No

**Note:** See guidance materials at [www.resources.qld.gov.au](http://www.resources.qld.gov.au) for further information.

### **Tidal work or development within a coastal management district**

23.12) Does this development application involve **tidal work or development in a coastal management district**?

- ☐ Yes – the following is included with this development application:
- ☐ Evidence the proposal meets the code for assessable development that is prescribed tidal work (*only required if application involves prescribed tidal work*)
  - ☐ A certificate of title

☒ No

**Note:** See guidance materials at [www.desi.qld.gov.au](http://www.desi.qld.gov.au) for further information.

### **Queensland and local heritage places**

23.13) Does this development application propose development on or adjoining a place entered in the **Queensland heritage register** or on a place entered in a local government's **Local Heritage Register**?

☐ Yes – details of the heritage place are provided in the table below

☒ No

**Note:** See guidance materials at [www.desi.qld.gov.au](http://www.desi.qld.gov.au) for information requirements regarding development of Queensland heritage places.

For a heritage place that has cultural heritage significance as a local heritage place and a Queensland heritage place, provisions are in place under the Planning Act 2016 that limit a local categorising instrument from including an assessment benchmark about the effect or impact of, development on the stated cultural heritage significance of that place. See guidance materials at [www.planning.statedevelopment.qld.gov.au](http://www.planning.statedevelopment.qld.gov.au) for information regarding assessment of Queensland heritage places.

Name of the heritage place:

Place ID:

### **Decision under section 62 of the Transport Infrastructure Act 1994**

23.14) Does this development application involve new or changed access to a state-controlled road?

☐ Yes – this application will be taken to be an application for a decision under section 62 of the *Transport Infrastructure Act 1994* (subject to the conditions in section 75 of the *Transport Infrastructure Act 1994* being satisfied)

☒ No

### **Walkable neighbourhoods assessment benchmarks under Schedule 12A of the Planning Regulation**

23.15) Does this development application involve reconfiguring a lot into 2 or more lots in certain residential zones (except rural residential zones), where at least one road is created or extended?

☐ Yes – Schedule 12A is applicable to the development application and the assessment benchmarks contained in schedule 12A have been considered

☒ No

**Note:** See guidance materials at [www.planning.statedevelopment.qld.gov.au](http://www.planning.statedevelopment.qld.gov.au) for further information.

## **PART 8 – CHECKLIST AND APPLICANT DECLARATION**

### **24) Development application checklist**

I have identified the assessment manager in question 15 and all relevant referral requirement(s) in question 17

☒ Yes

**Note:** See the Planning Regulation 2017 for referral requirements

If building work is associated with the proposed development, Parts 4 to 6 of [DA Form 2 – Building work details](#) have been completed and attached to this development application

☐ Yes

☒ Not applicable

Supporting information addressing any applicable assessment benchmarks is with the development application

**Note:** This is a mandatory requirement and includes any relevant templates under question 23, a planning report and any technical reports required by the relevant categorising instruments (e.g. local government planning schemes, State Planning Policy, State Development Assessment Provisions). For further information, see [DA Forms Guide: Planning Report Template](#).

☒ Yes

Relevant plans of the development are attached to this development application

**Note:** Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms Guide: Relevant plans](#).

☒ Yes

The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (see 21)

☐ Yes

☒ Not applicable



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## 25) Applicant declaration

- ☒ By making this development application, I declare that all information in this development application is true and correct
- ☒ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the assessment manager and any referral agency for the development application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001*

**Note:** It is unlawful to intentionally provide false or misleading information.

**Privacy** – Personal information collected in this form will be used by the assessment manager and/or chosen assessment manager, any relevant referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the development application. All information relating to this development application may be available for inspection and purchase, and/or published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, Planning Regulation 2017 and the DA Rules except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the Planning Regulation 2017, and the access rules made under the *Planning Act 2016* and Planning Regulation 2017; or
- required by other legislation (including the *Right to Information Act 2009*); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

## PART 9 – FOR COMPLETION OF THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY

Date received:  Reference number(s):

### Notification of engagement of alternative assessment manager

Prescribed assessment manager	
Name of chosen assessment manager	
Date chosen assessment manager engaged	
Contact number of chosen assessment manager	
Relevant licence number(s) of chosen assessment manager	

### QLeave notification and payment

**Note:** For completion by assessment manager if applicable

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

MP ref: M2351  
QA: hw.gm

14 September 2024



Assessment Manager  
Charters Towers Regional Council  
PO Box 189  
CHARTERS TOWERS QLD 4820

**Attention: Planning and Development**

Dear Sir/ Madam,

**Re: Land Owner Consent**

Under the provisions of the *Planning Act 2016*, we **Blackheath & Thornburgh College**, being the registered owner of land described as **LOT 246 on CP860302 and Lot 1 on MPH20696** and located at **10 Bridge Street, Richmond Hill**, do hereby authorise and confirm the engagement and appointment of Milford Planning to act on our behalf with respect to the procurement of all development approvals for the aforementioned land.

Date	16	September	2024
	Day	Month	Year
Signature			
			
Name	Mr Simon Murphy		
Position	Principal		
	Ms Tracy Norrie		
	Finance Admin Manager		

**Note**

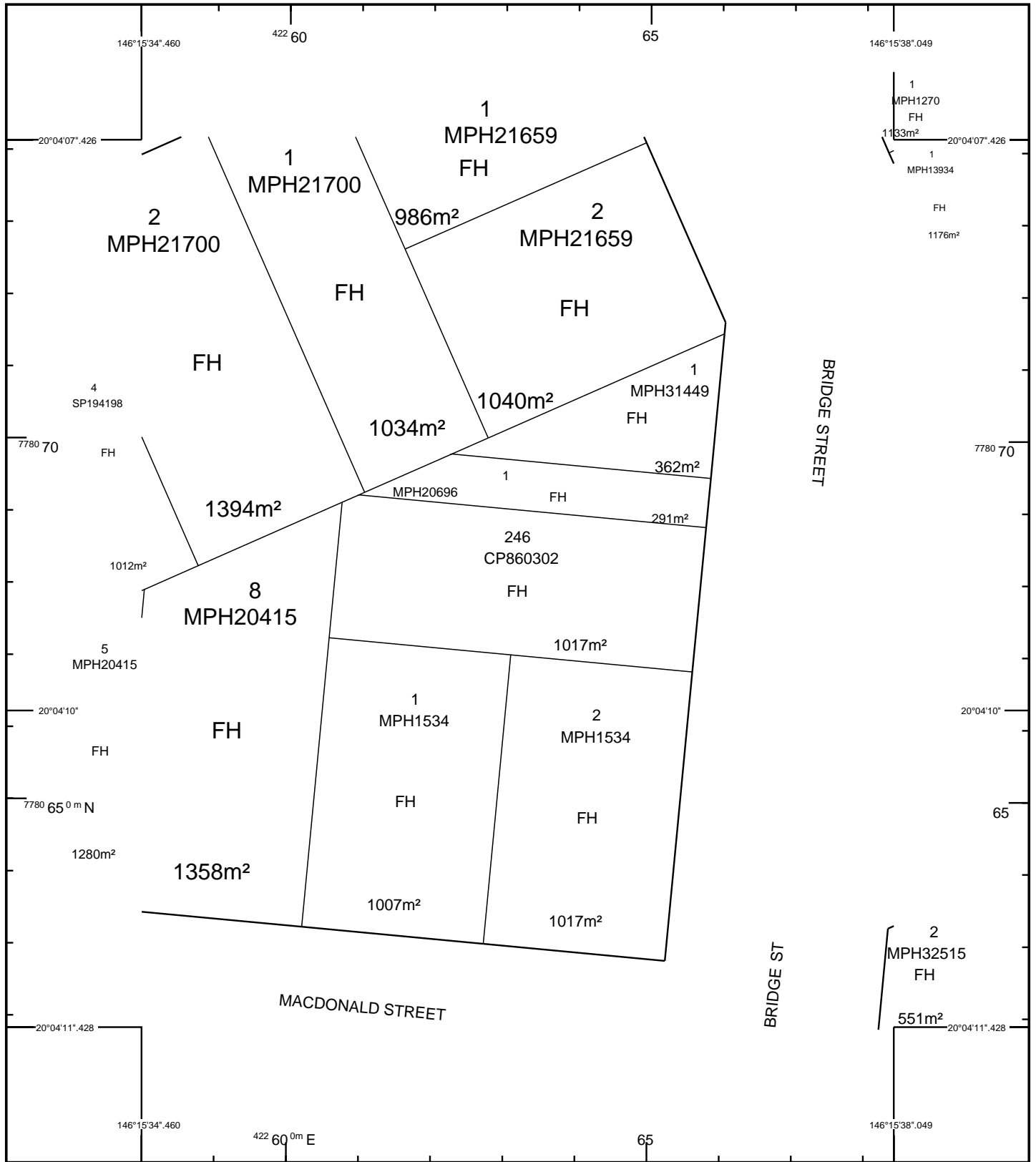
Where registered owner is a company the ACN must be included and accompanied by:

- (a) the signature of either:
  - two directors of the company;
  - a director and a company secretary of the company; or
  - if a proprietary company that has a sole director who is also the sole company secretary, that director; or
- (b) the company seal (if the company has a common seal) witnessed by:
  - two directors of the company;
  - a director and a company secretary of the company; or
  - for a propriety company that has a sole director who is also the sole company secretary, that director.

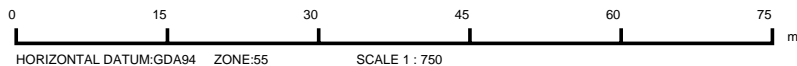
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# Attachment 2

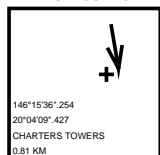
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STANDARD MAP NUMBER  
8157-14344



MAP WINDOW POSITION &  
NEAREST LOCATION



#### SUBJECT PARCEL DESCRIPTION

DCDB  
Lot/Plan 246/CP860302  
Area/Volume 1017m<sup>2</sup>  
Tenure FREEHOLD  
Local Government CHARTERS TOWERS REGIONAL  
Locality RICHMOND HILL  
Segment/Parcel 46770/215

#### CLIENT SERVICE STANDARDS

PRINTED 09/09/2024

DCDB 06/09/2024

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Based upon an extraction from the  
Digital Cadastral Data Base



**Queensland  
Government**  
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**Drawing**  
Site Aerial

**Property**  
10 Bridge Street, Richmond Hill  
Lot 246 on CP860302; and  
Lot 1 on MPH20696.

Drawing Number	Issue	Sheet
M2351-SK-01	A	1
Date	Author	Reviewer
9.9.24	HW	GM

**Legend**

-  Cadastre
-  Subject Site

**Scale** (A3 Original)  
1:300



**Sources**  
Milford Planning GIS (2024)  
DCDB extract - State of Queensland (2024)  
Aerial imagery - Bing (2024)

**Disclaimer**  
Areas and dimensions are approximate only  
and are subject to site survey.



SELL

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# Attachment 3

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# State Assessment and Referral Agency

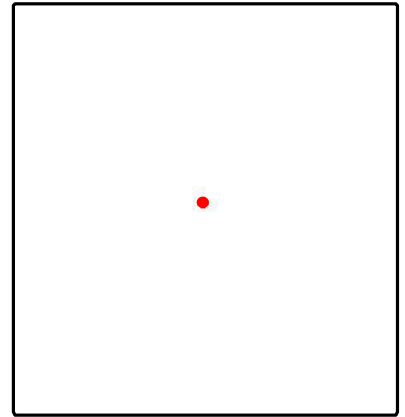
Date: 09/09/2024



Queensland Government

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## Matters of Interest for all selected Lot Plans

*Water resource planning area boundaries*

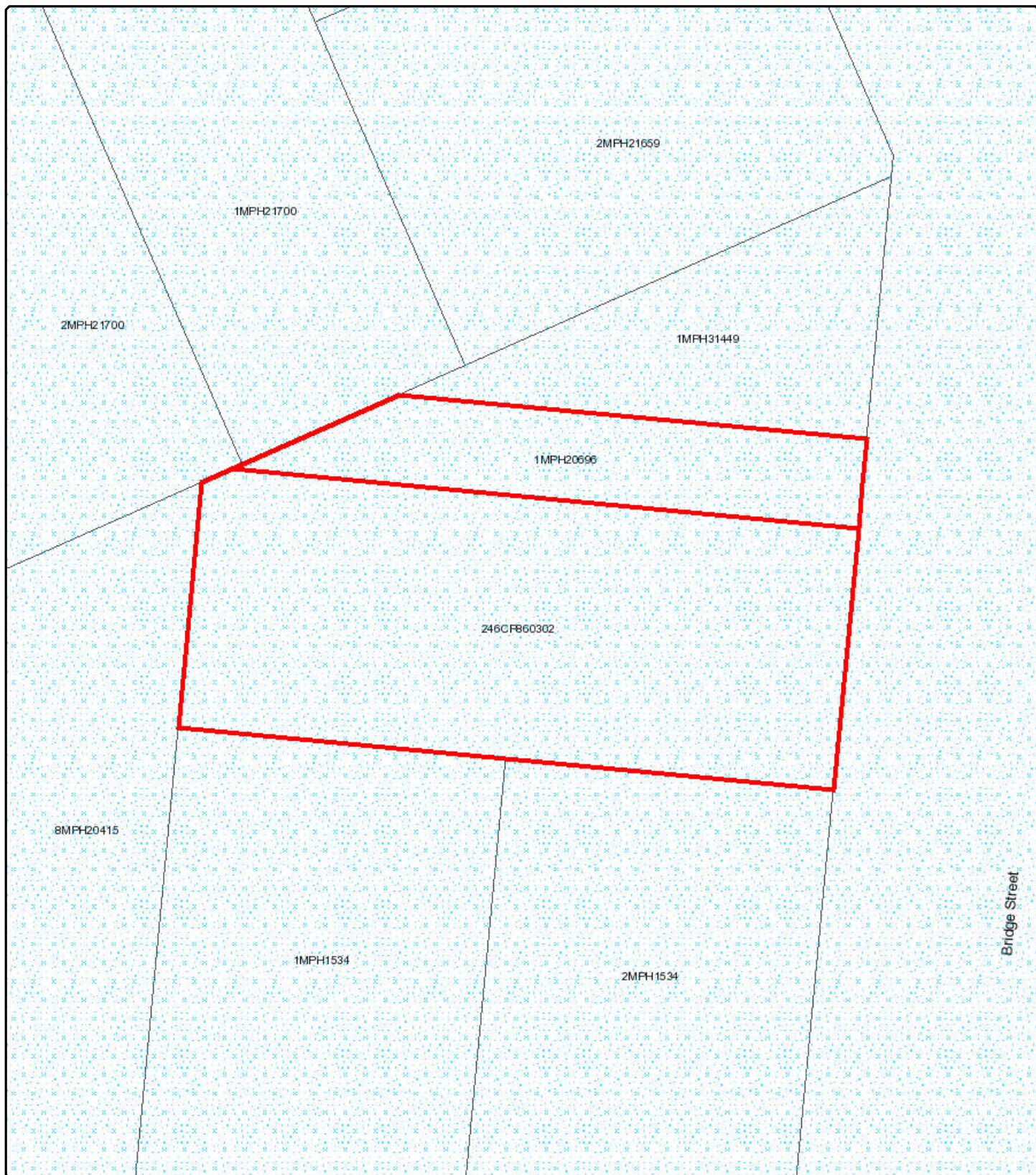
## Matters of Interest by Lot Plan

**Lot Plan: 246CP860302 (Area: 1017 m<sup>2</sup>)**

*Water resource planning area boundaries*

**Lot Plan: 1MPH20696 (Area: 291 m<sup>2</sup>)**

*Water resource planning area boundaries*



## State Assessment and Referral Agency

Date: 09/09/2024



Queensland Government

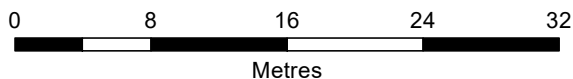
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### Legend

Water resource planning area boundaries



Water resource planning area boundaries



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# Attachment 4

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1

EXISTING SITE AERIAL IMAGE

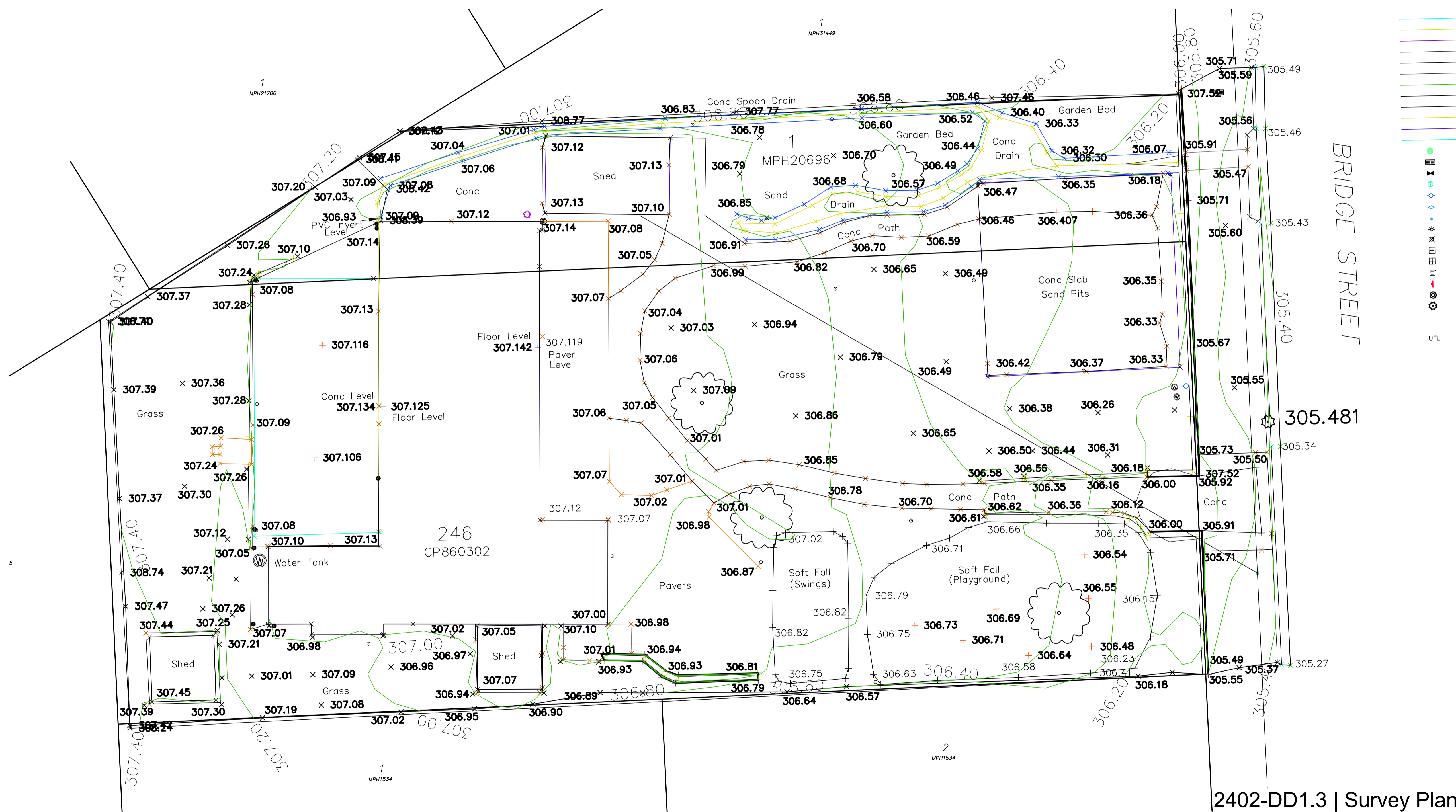
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REAL PROPERTY DESCRIPTION  
Lot 1 on MPH20696 & Lot 246 on CP860302

CURRENCY OF SURVEY  
SURVEY SUPPLIED BY ATKINSON & BOOY 11.2020

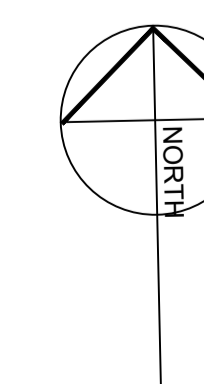


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2402-DD1.3 | Survey Plan

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## 1 SURVEY PLAN

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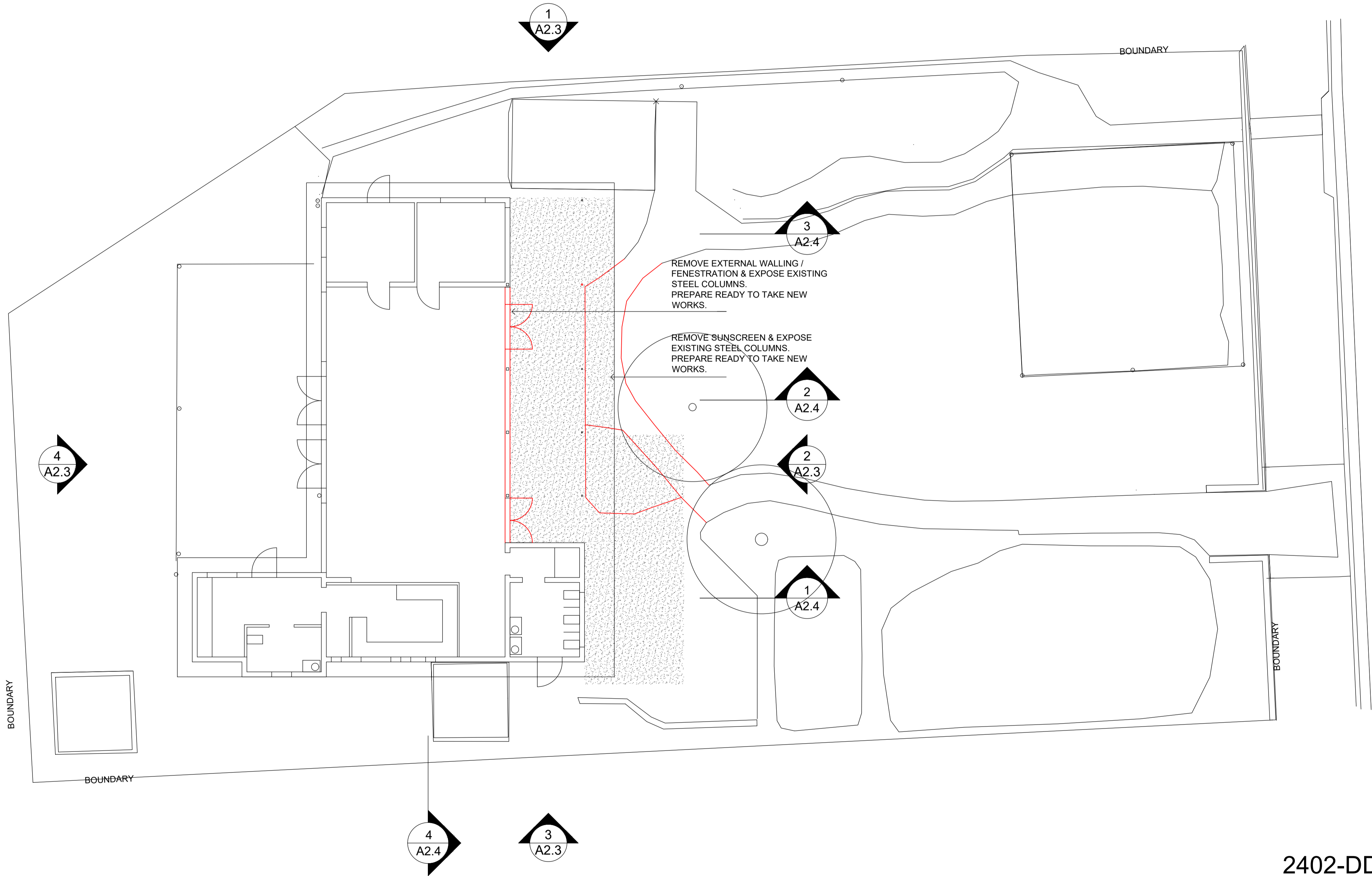
LEGEND - DEMOLITION WORKS

DEMOLITION WORKS (in plan)

- REMOVE EXISTING FLOOR COVERINGS &/OR PREPARE FLOOR READY FOR NEW FLOOR COVERINGS. SOME AREAS MAY REQUIRE LEVELLING COMPOUND/SCREED.
- REMOVE EXISTING EXTERNAL GROUND COVER (INCLUDING SOIL, CONCRETE ETC.) & PREPARE READY TO TAKE NEW WORKS. PROTECT ALL SURROUNDING LANDSCAPING. DEMOLISH EXISTING ROOF OVERHANGS WITHIN THIS AREA & PREPARE READY TO TAKE NEW WORKS.
- REMOVE EXISTING: WALL; DOORS & FRAMES; WINDOWS & JOINERY; FENCING; WHERE INDICATED DASHED. PROTECT FLOOR COVERINGS, CEILING LININGS & ADJACENT WALLS & LININGS WHICH ARE NOT INDICATED FOR REMOVAL. MAKE GOOD ADJACENT WALLS, FLOORS & CEILINGS WHERE ITEMS REMOVED. WHERE FIXTURES & FITMENTS REMOVED & NO LONGER REQUIRED, SEAL SERVICES & MAKE GOOD AS REQUIRED.

DEMOLITION WORKS (in elevation)

- REMOVE EXISTING WALL (INCLUDING WINDOWS / DOORS) & PREPARE READY FOR NEW WORKS.
- REMOVE EXISTING BRICK VENEER SKIN ONLY. RETAIN CONCRETE MASONRY STRUCTURAL ELEMENTS.

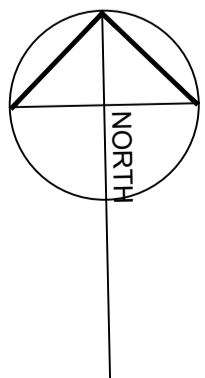


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2402-DD2.1 | Demolition Ground Plan




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



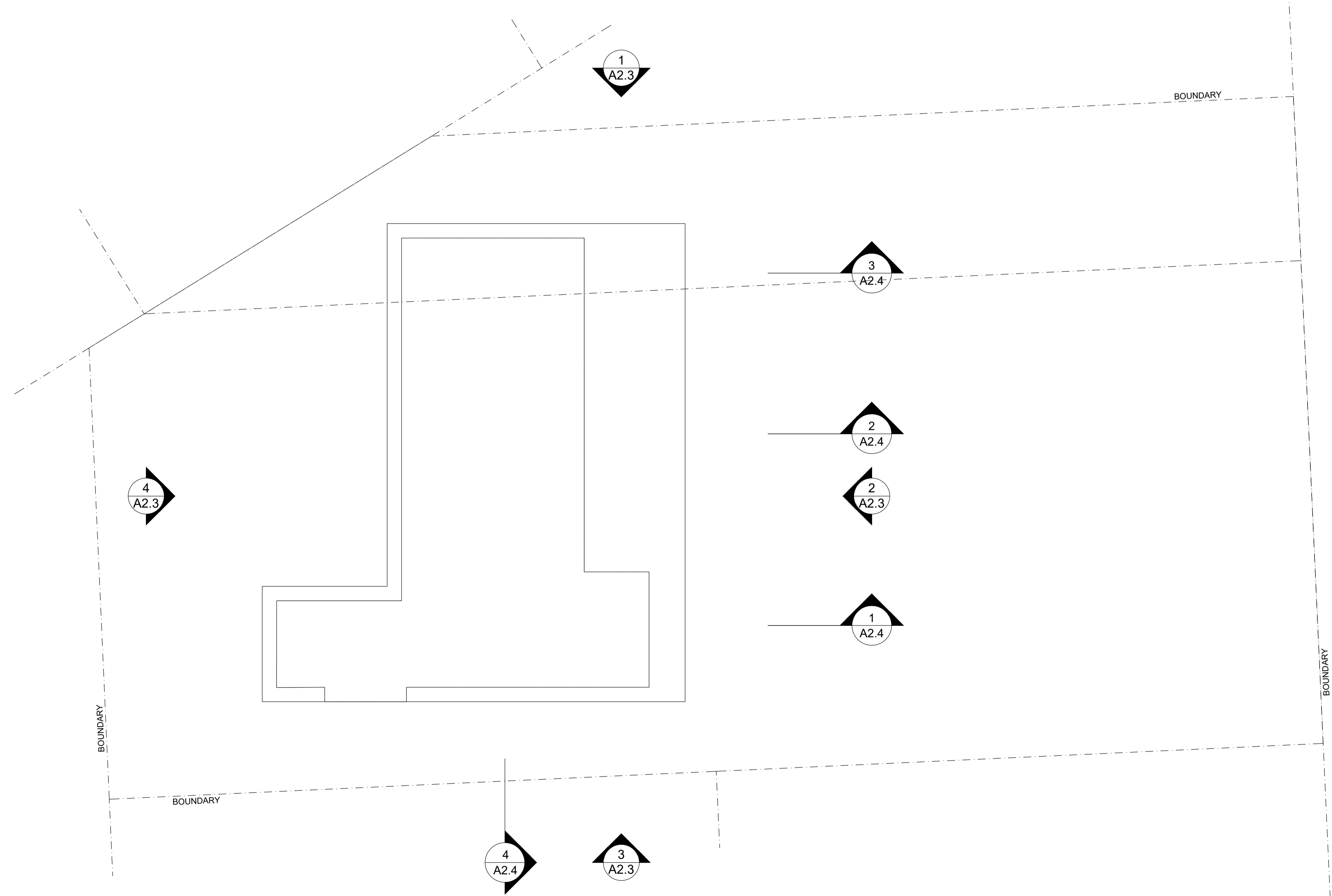
LEGEND - DEMOLITION WORKS

DEMOLITION WORKS (in plan)

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DEMOLITION WORKS (in elevation)

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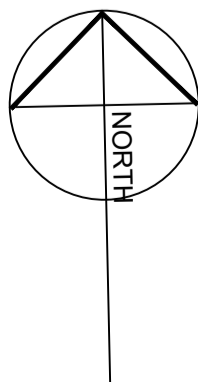


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2402-DD2.2 | Demolition Roof Plan

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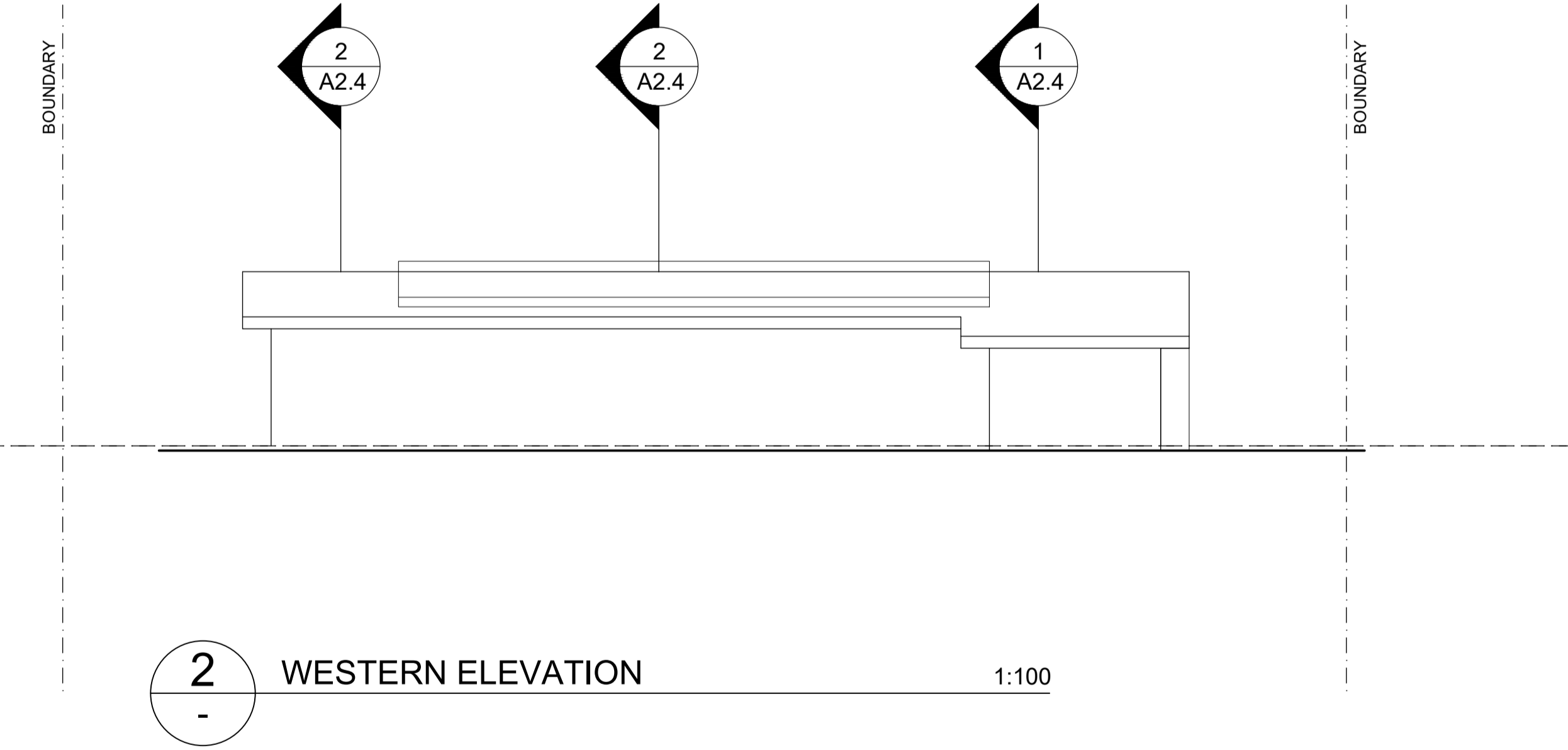
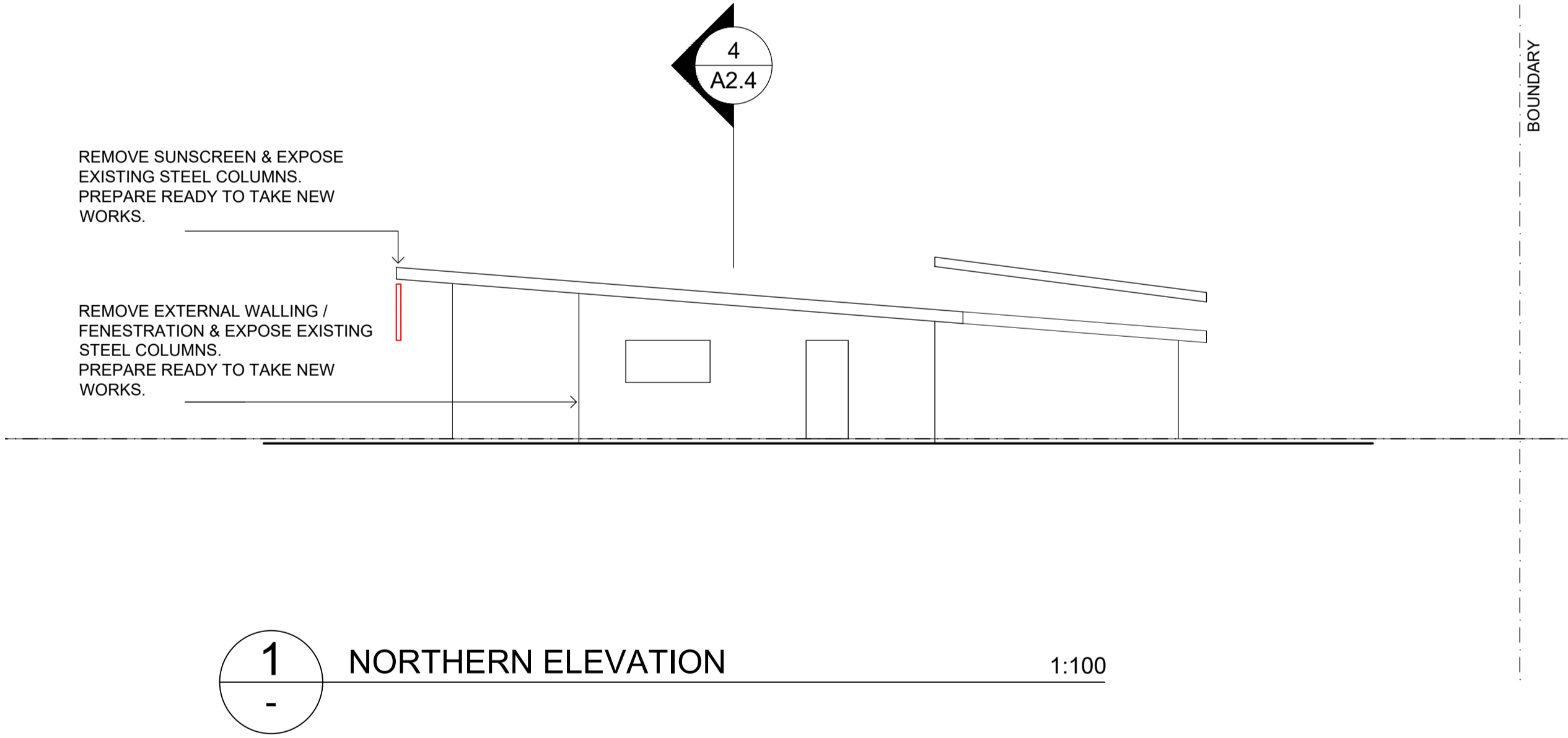
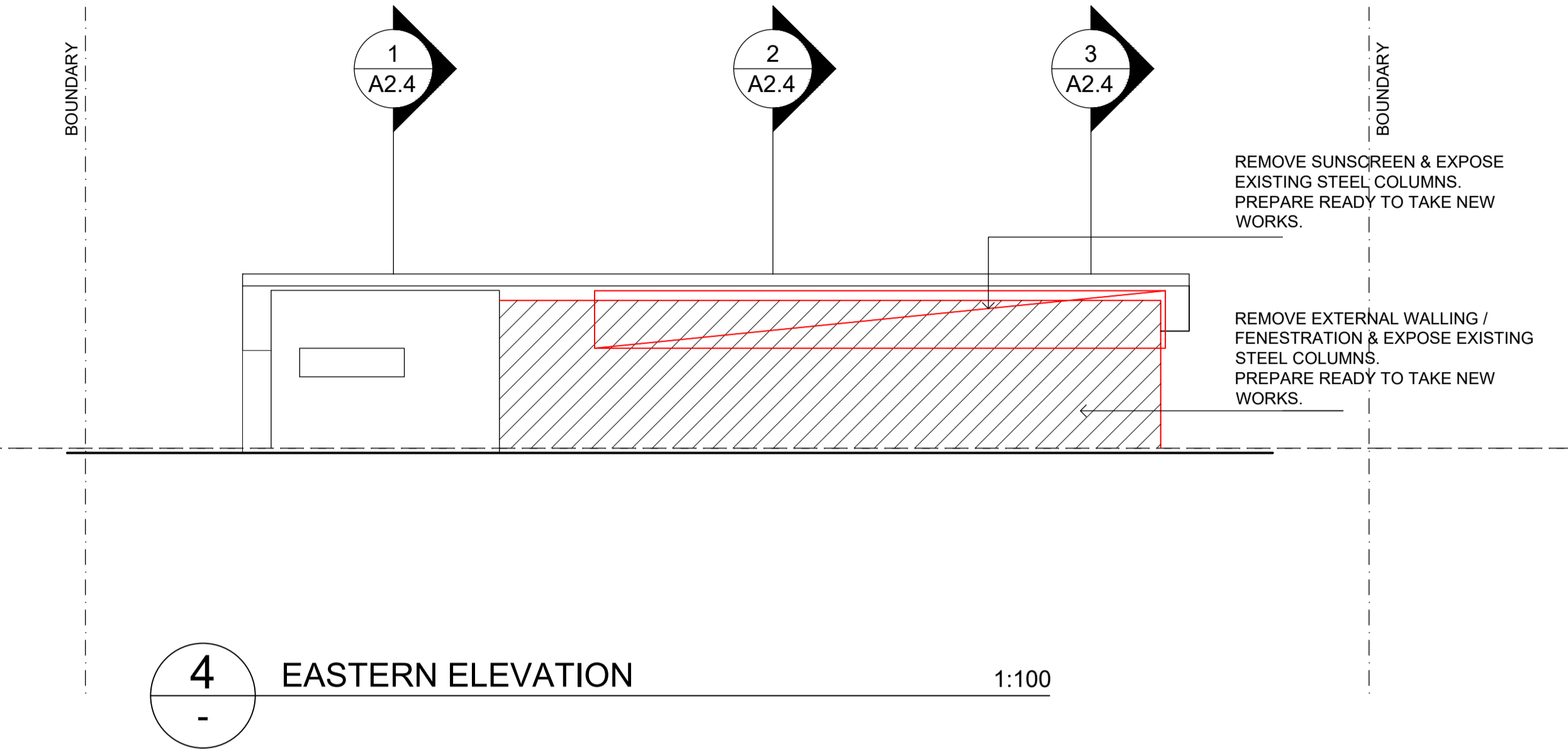
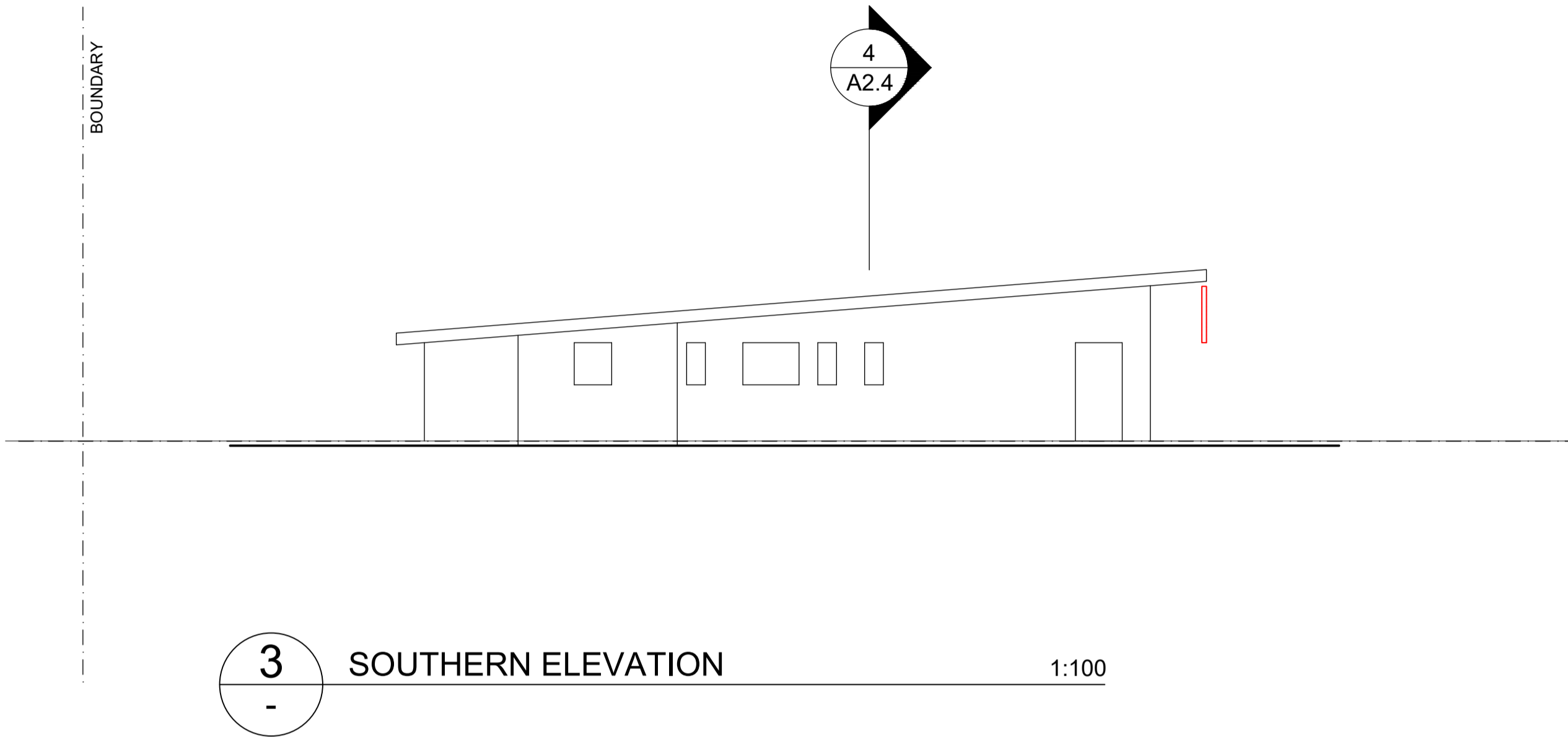
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DEMOLITION WORKS (in plan)

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2402-DD2.3 | Demolition Elevations

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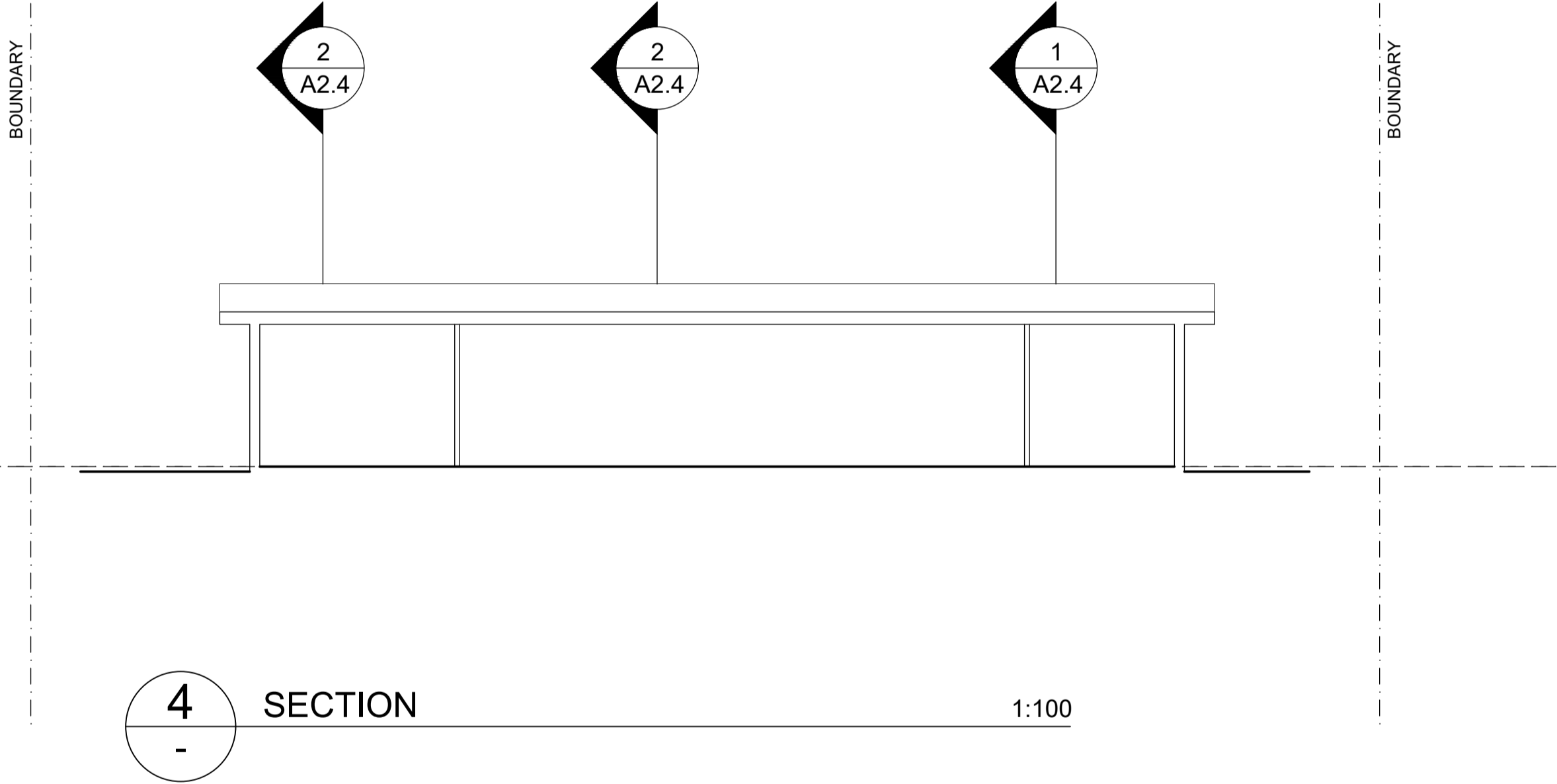
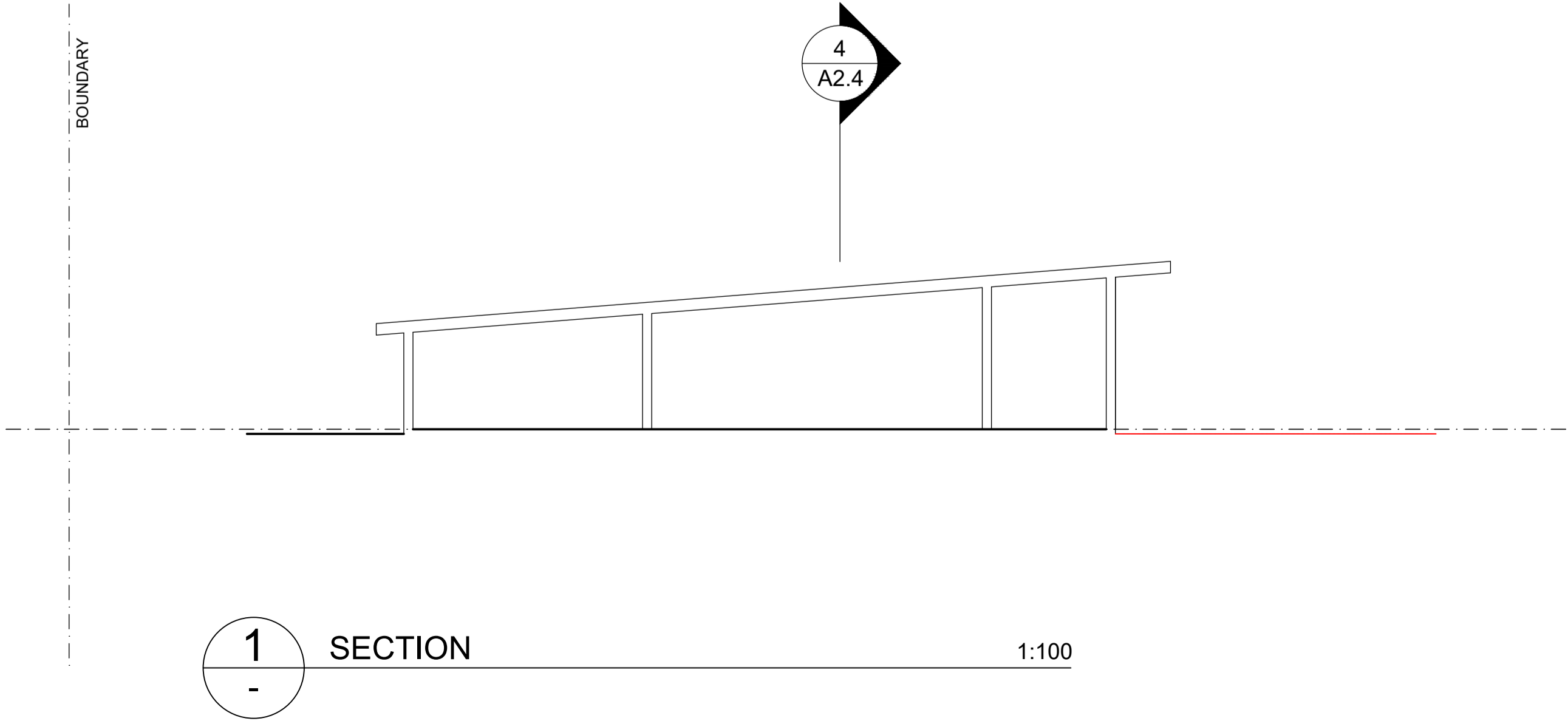
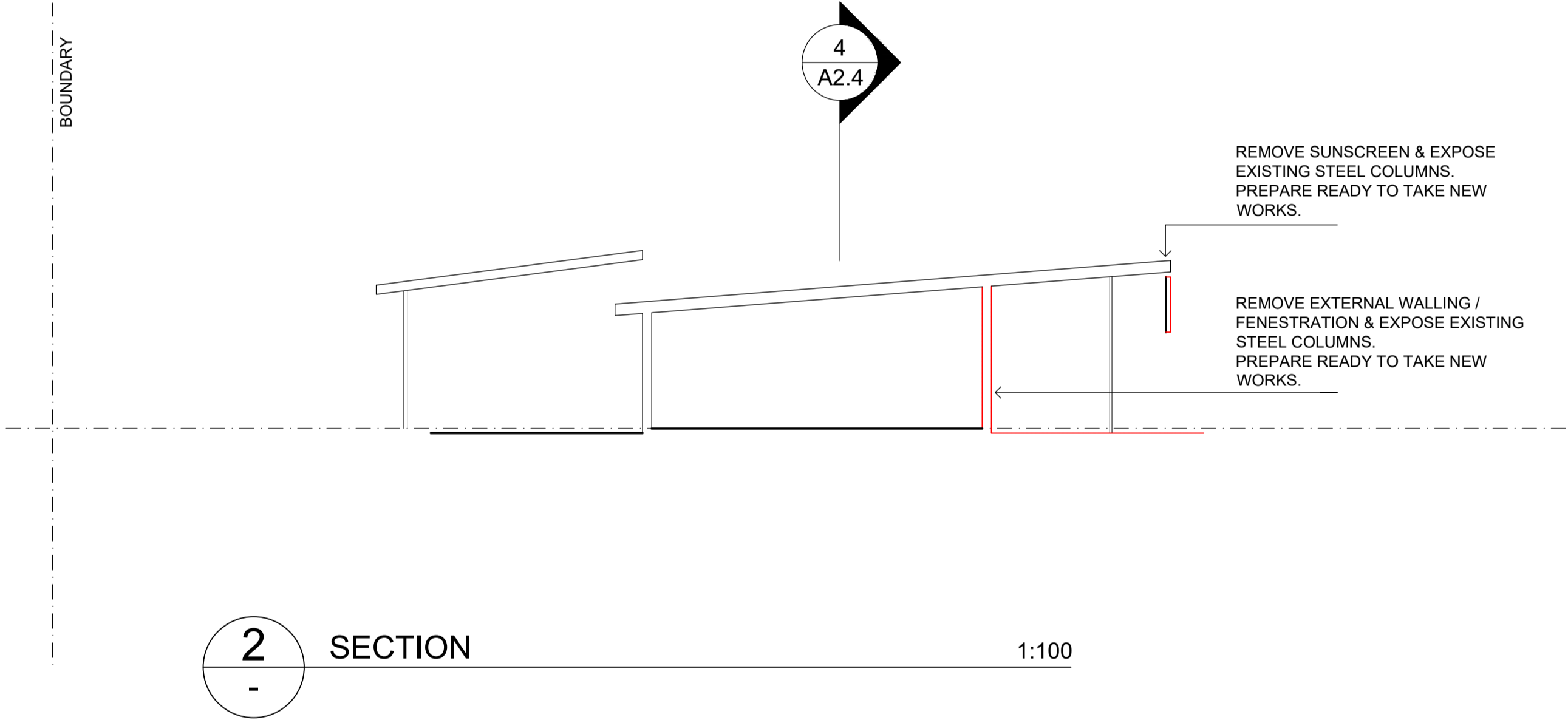
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DEMOLITION WORKS (in plan)

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2402-DD2.4 | Demolition Sections

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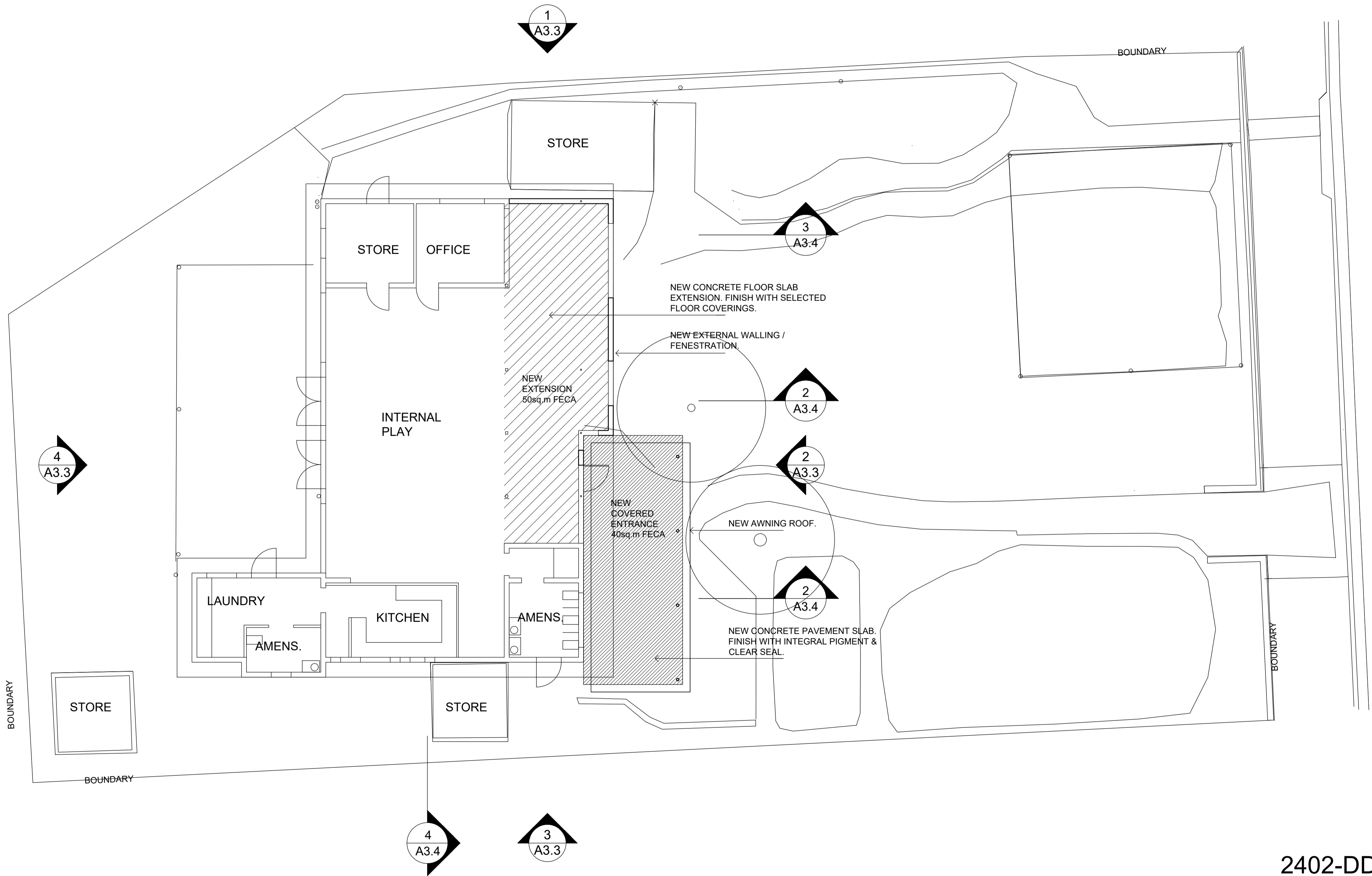
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LEGEND - PROPOSED WORKS

- WALLS (in plan & section)
- CONCRETE
  - CONCRETE MASONRY
  - STUD FRAMING
  - DOOR / WINDOW
- WALL FINISHES (in elevation)
- BWK COLOURED CONCRETE MASONRY WITH GROUT COLOUR ADDITIVE & CLEAR FINISH
  - MS METAL SHEET CLADDING
  - CONC CONCRETE OFF-FORM
  - FC FIBRE CEMENT SHEET CLADDING WITH PAINT FINISH
- FLOOR FINISHES (in plan)
- FLOORING FLOOR COVERINGS AS FINISHES SCHEDULE (INCLUDING EXPOSED FLOORS UNDER ADJACENT JOINERY)
  - CONC COL CONCRETE WITH INTEGRAL COLOUR PIGMENT AS FINISHES SCHEDULE
  - LANDSCAPING
- CEILING FINISHES (in reflected ceiling plan)
- CONC CONCRETE OFF-FORM
  - PB INTERNAL PLASTERBOARD FLUSH SET & PAINTED
  - FC FIBRE CEMENT SHEET LINING WITH PAINT FINISH
- ITEMS
- COL COLUMN STEEL
  - DP DOWNPIPE
  - BAL BALUSTRADING
  - HR HANDRAIL
  - TI TACTILE GROUND SURFACE INDICATORS AS PER COLOUR SCHEDULE
  - hb HAND BASIN
  - s SINK
  - sh SHOWER
  - wc WATER CLOSET
  - hc HOSECOCK
  - hwu HOT WATER UNIT
  - df DRINKING FOUNTAIN
  - df chiller DRINKING FOUNTAIN CHILLER
  - bin BIN ENCLOSURE

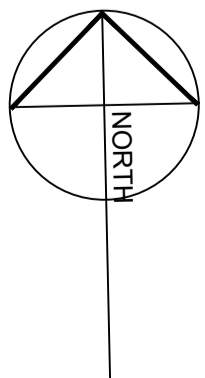
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2402-DD3.1 | Ground Plan Proposed

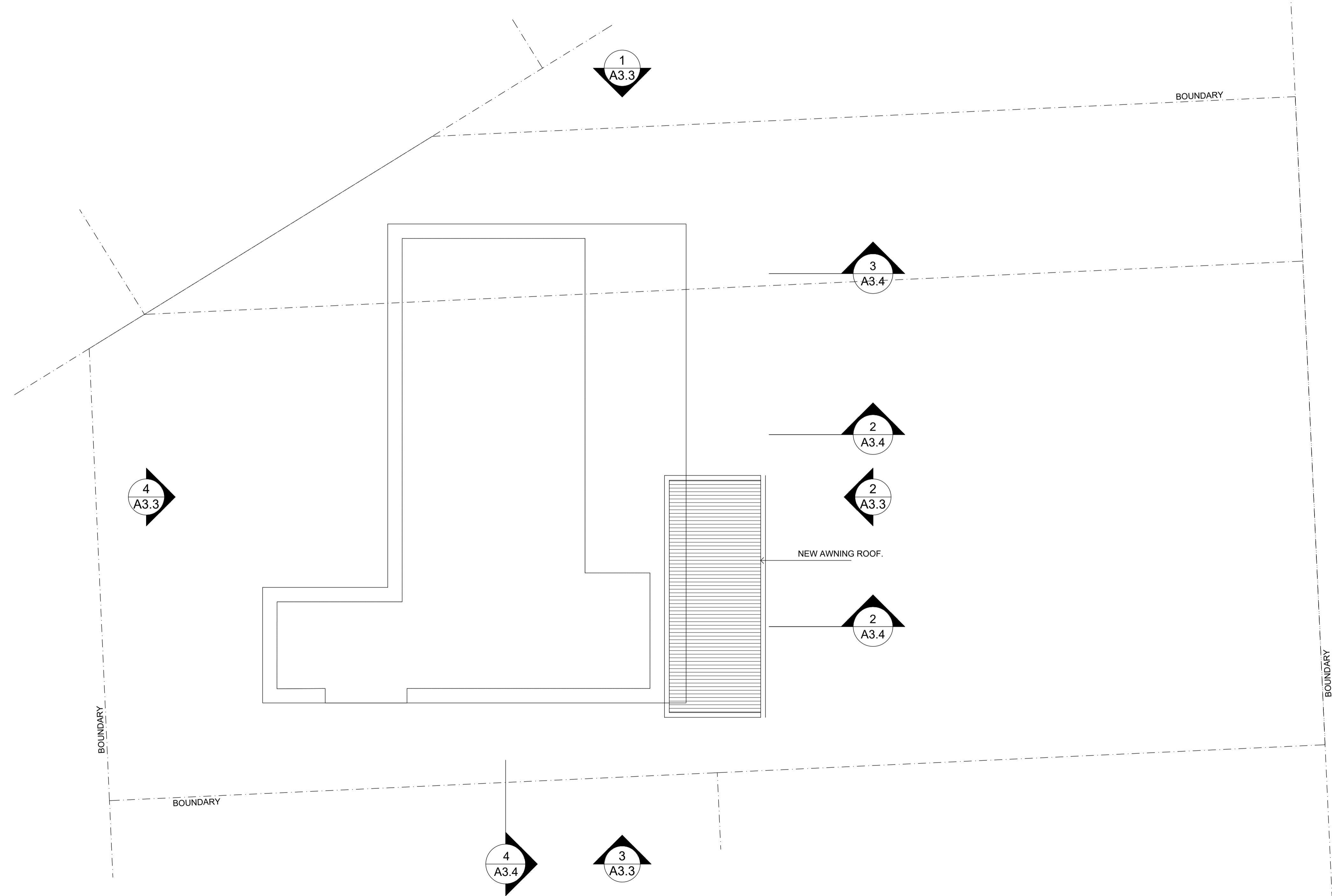
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LEGEND - PROPOSED WORKS

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- CONCRETE
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  - MS METAL SHEET CLADDING
  - CONC CONCRETE OFF-FORM
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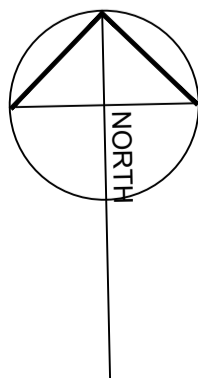


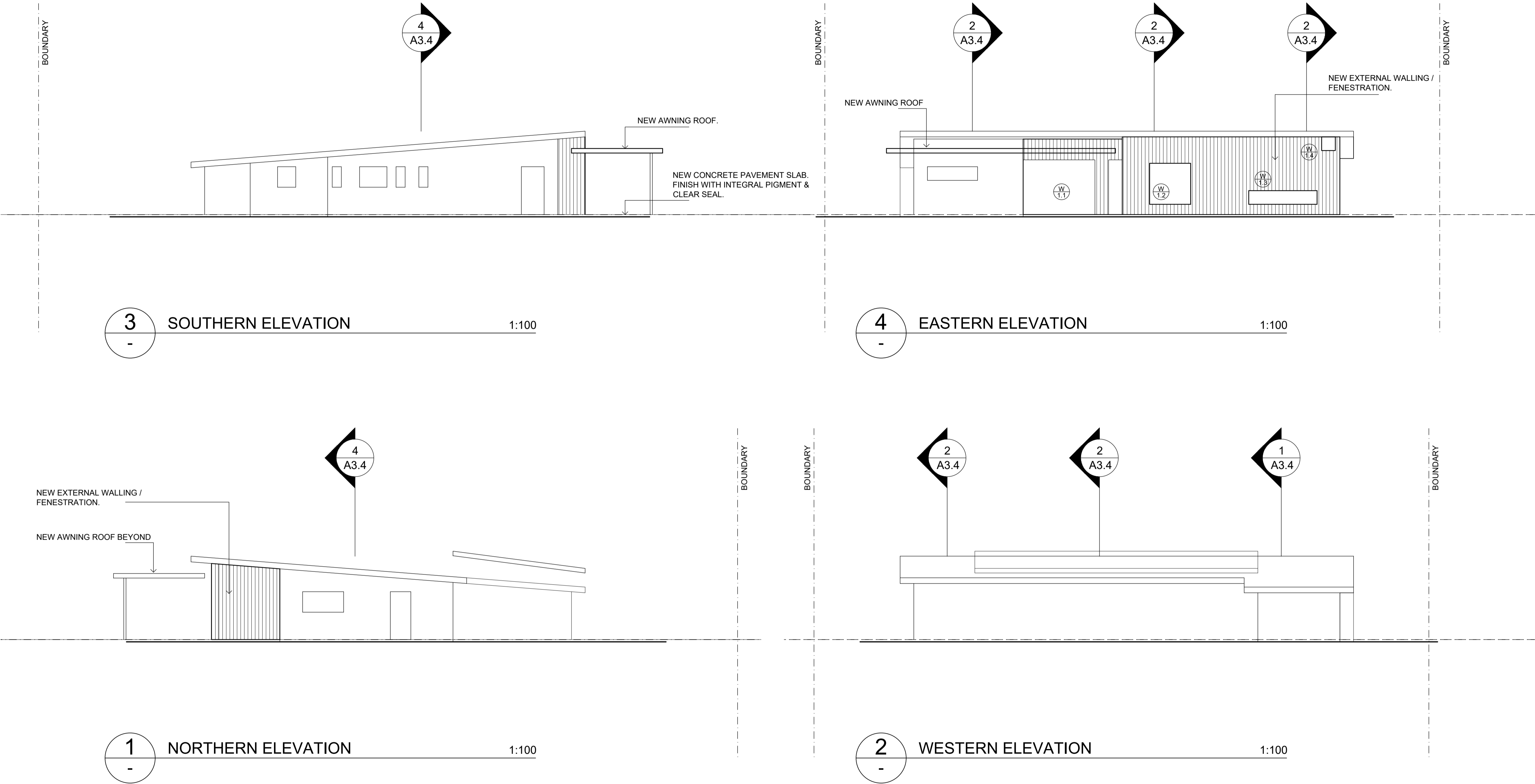
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2402-DD3.2 | Roof Plan Proposed

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LEGEND - PROPOSED WORKS	
WALLS (in plan & section)	
	CONCRETE
	CONCRETE MASONRY
	STUD FRAMING
	DOOR / WINDOW
WALL FINISHES (in elevation)	
	BWK COLOURED CONCRETE MASONRY WITH GROUT COLOUR ADDITIVE & CLEAR FINISH
	MS METAL SHEET CLADDING
	CONC CONCRETE OFF-FORM
	FC FIBRE CEMENT SHEET CLADDING WITH PAINT FINISH
FLOOR FINISHES (in plan)	
	FLOORING FLOOR COVERINGS AS FINISHES SCHEDULE (INCLUDING EXPOSED FLOORS UNDER ADJACENT JOINERY)
	CONC COL CONCRETE WITH INTEGRAL COLOUR PIGMENT AS FINISHES SCHEDULE
	LANDSCAPING
CEILING FINISHES (in reflected ceiling plan)	
	CONC CONCRETE OFF-FORM
	PB INTERNAL PLASTERBOARD FLUSH SET & PAINTED
	FC FIBRE CEMENT SHEET LINING WITH PAINT FINISH
ITEMS	
	COL COLUMN STEEL
	DP DOWNPIPE
	BAL BALUSTRADING
	HR HANDRAIL
	TI TACTILE GROUND SURFACE INDICATORS AS PER COLOUR SCHEDULE
	hb HAND BASIN
	s SINK
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	hww HOT WATER UNIT
	df DRINKING FOUNTAIN
	df chiller DRINKING FOUNTAIN CHILLER
	bin BIN ENCLOSURE

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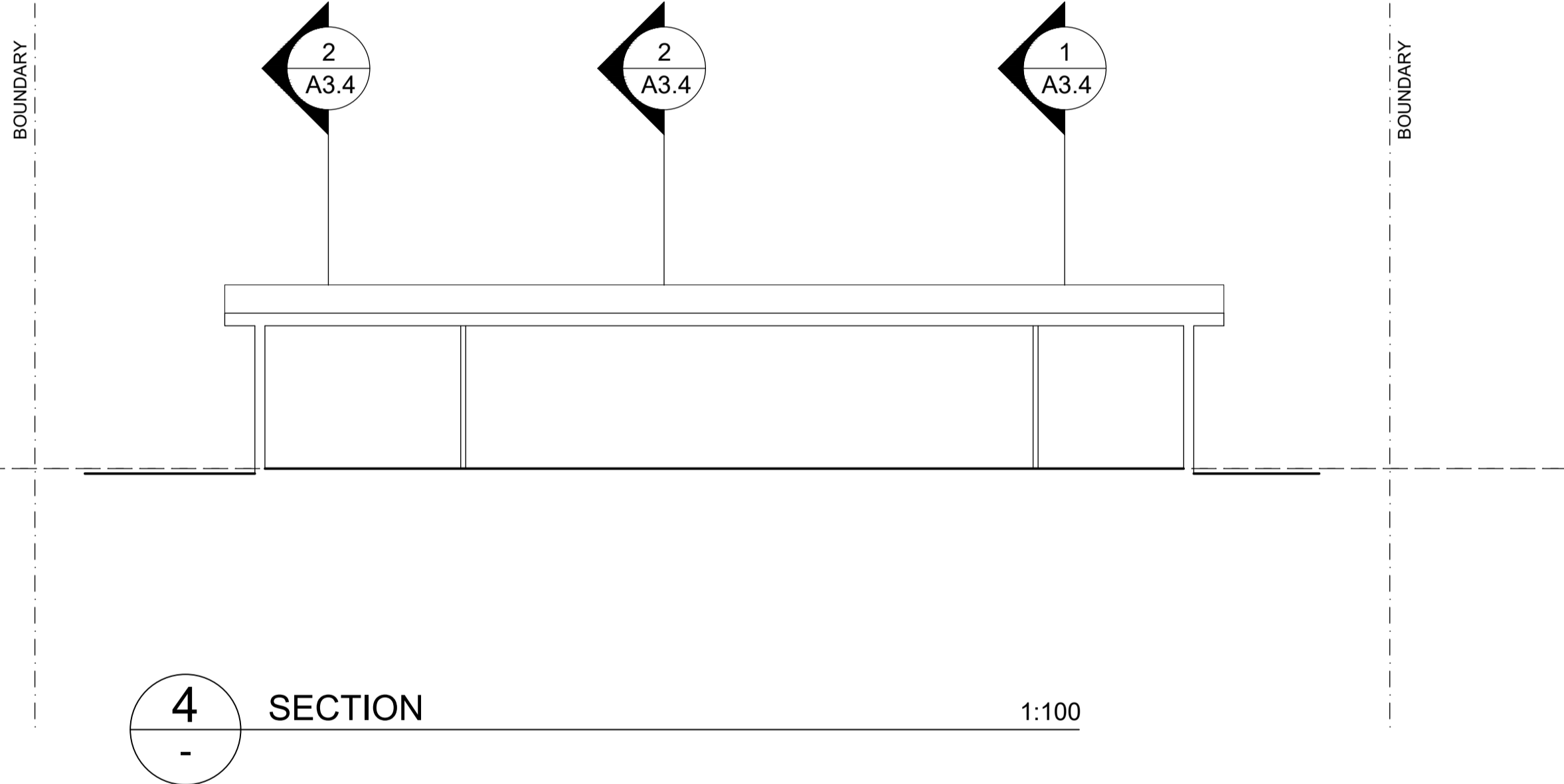
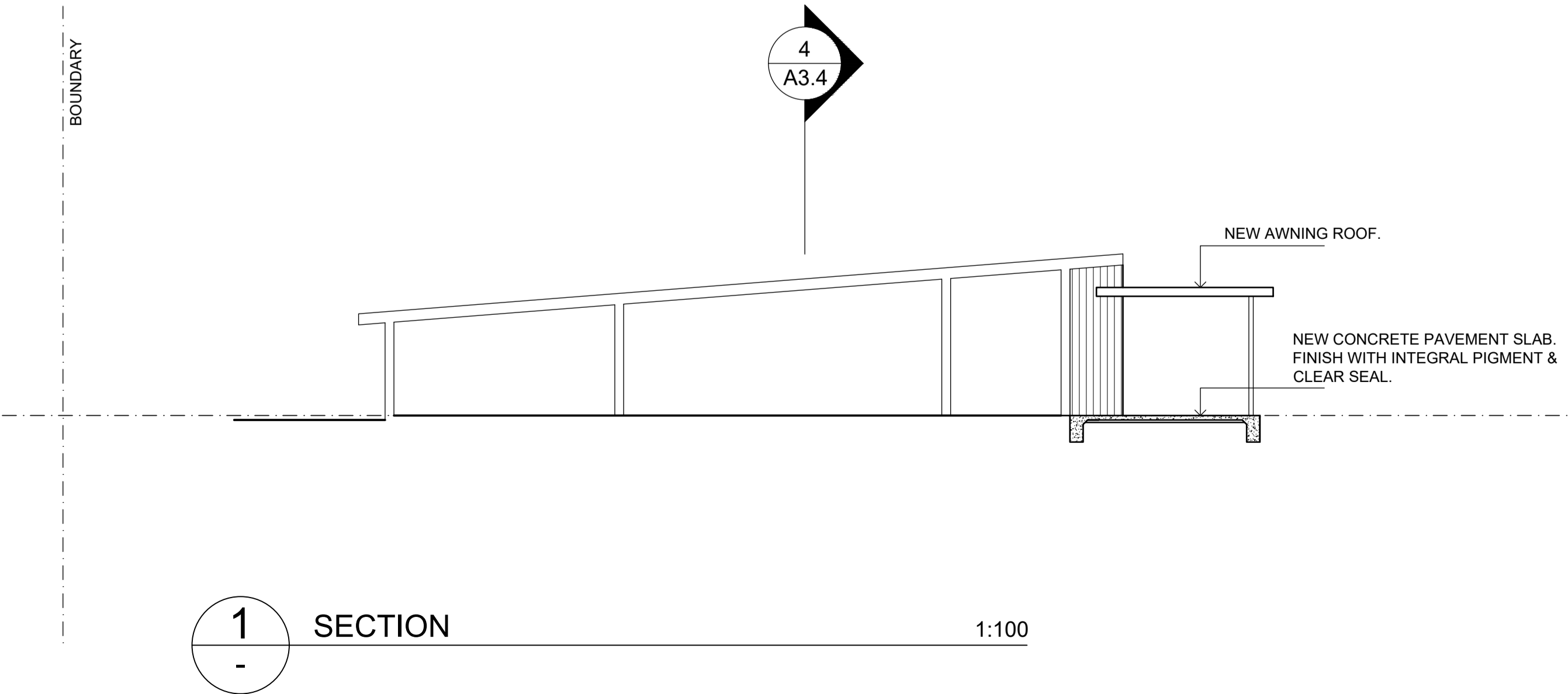
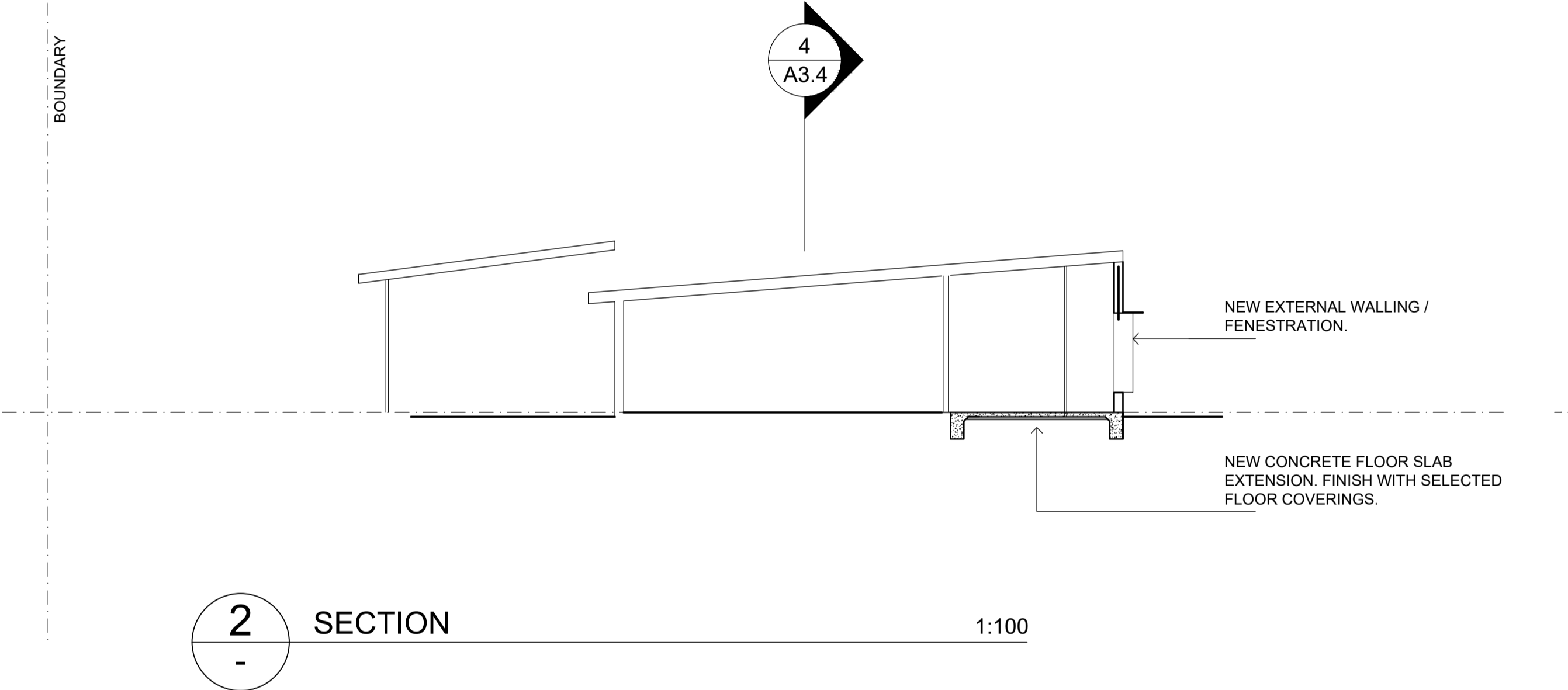
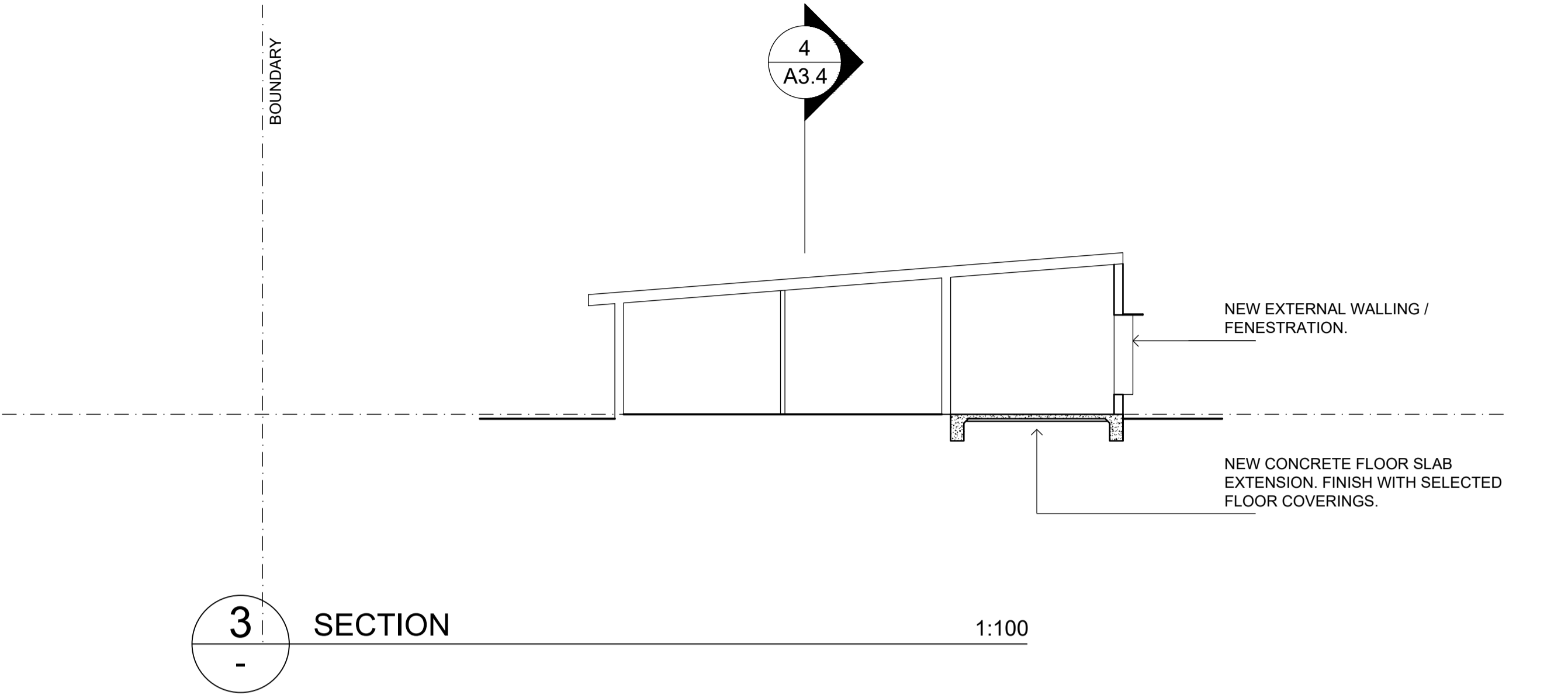
2402-DD3.3 | Elevations Proposed

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LEGEND - PROPOSED WORKS

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  - CONCRETE MASONRY
  - STUD FRAMING
  - DOOR / WINDOW

- WALL FINISHES (in elevation)
- BWK COLOURED CONCRETE MASONRY WITH GROUT COLOUR ADDITIVE & CLEAR FINISH
  - MS METAL SHEET CLADDING
  - CONC CONCRETE OFF-FORM
  - FC FIBRE CEMENT SHEET CLADDING WITH PAINT FINISH

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  - CONC COL CONCRETE WITH INTEGRAL COLOUR PIGMENT AS FINISHES SCHEDULE
  - LANDSCAPING

CEILING FINISHES (in reflected ceiling plan)

- CONC CONCRETE OFF-FORM
- PB INTERNAL PLASTERBOARD FLUSH SET & PAINTED
- FC FIBRE CEMENT SHEET LINING WITH PAINT FINISH

- ITEMS
- COL COLUMN STEEL
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  - TI TACTILE GROUND SURFACE INDICATORS AS PER COLOUR SCHEDULE

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- wc WATER CLOSET
- hc HOSECOCK
- hwu HOT WATER UNIT
- df DRINKING FOUNTAIN
- df chiller DRINKING FOUNTAIN CHILLER
- bin BIN ENCLOSURE

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2402-DD3.4 | Sections Proposed

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