

23 September 2025

Our Ref: 5112673
File Ref: MCU2025/0010
Enquiries: Luke Acreman

RJG Builders
C/ - Urban Space Consulting
Attn: William Kruze
PO Box 5161
WEST END QLD 4101

Sent via email: urbanspaceconsulting@outlook.com

Dear William,

Information Request

(Given under Section 12 of the Development Assessment Rules)

The assessment manager has carried out a further review of your development application and has concluded that further information is required in order to decide the application.

Applicant details

Applicant name: RJG Builders C/- Urban Space Consulting

Location details

Street address: 1A Church Street, Charters Towers City; 3 Church Street, Charters Towers City
Real property description: Lot 1 on MPH1467; Lot 1 on MPH1186

Application details

Application number: MCU2025/0010
Approval sought: Development Permit
Development type: Material Change of Use
Description of development: Multiple Dwelling (10 units)
Categorising instrument: Charters Towers Regional Town Plan Version 2



Information requested

Traffic and Parking

The application does not provide the dimensions of the proposed two-way vehicle circulation aisle. It also does not provide swept or wheel paths. To confirm safe manoeuvring of vehicles, Council requests a swept path/wheel path assessment be prepared by a suitably qualified Registered Professional Engineer Queensland (RPEQ).

Council also acknowledges that the widening of the extension of the concrete driveway crossover is the subject of a Heritage Exemption Certificate approval (Application No.202507-22659 EC). Limited information is provided regarding the design of the widened concrete driveway crossover.

Information Required:

- 1) Updated plans providing dimensions of the proposed two-way circulation aisle
- 2) Swept path/wheel path assessment prepared by a suitably qualified RPEQ.
- 3) Details of the crossover design that is also the subject of a Heritage Exemption Certificate approval (Application No.202507-22659 EC).

Waste Management

The plans submitted as part of the Development Application identify one wheelie bin storage area per unit (10 in total). The plans also identify a dedicated, screened bulk-bin area close to Church Street. As the development will be located in the Defined Collection Zone, the complex will be paying for 10 bins through a Waste Collection Utility Charge. However, Council does not offer bulk bin or skip bin collections, though is aware of private enterprises that offer the service.

Information Required:

- 4) Clarification on the waste management strategy for the site, including:
 - a. The purpose of the bulk bins;
 - b. Whether residents are expected to empty their bins into the bulk bins, and if so, how?
 - c. How will rubbish be collected from the site? (e.g. private contractor engaged to empty bulk bins)

Development Works

The plans supporting the Development Application (existing and proposed) do not clearly show site levels. Council is therefore unclear as to whether fill is required, and if so, to what extent.

Information Required:

- 5) Plans identifying existing and proposed finished site levels.

Heritage Exemption

Council acknowledges that the Department of Environment, Tourism, Science and Innovation has approved an Exemption Certificate (with conditions) under section 74 of the Queensland Heritage Act 1992 (Application No. 202507-22659 EC). The Exemption Certificate was decided on 28 July 2025.



Council requests a copy of the Heritage Exemption Certificate application, as approved, to ensure alignment with the works that are the subject of this Development Application

Information Required:

- 6) A copy of the Heritage Exemption Certificate application (Application No. 202507-22659 EC), as approved

Flood Hazard Assessment

The site is identified in the Flood Hazard Overlay of the Town Plan V2. In particular, the site is identified in the Significant, High and Extreme Queensland Reconstruction Authority Level 2 Flood Hazard areas. A site-specific flood hazard assessment is required to demonstrate compliance with the Flood Hazard Overlay code and must be prepared by a RPEQ or equivalent with experience in flood management (as per SC4.4.2 Flood Town Plan Policy of the Town Plan V2).

Information Required:

- 7) A site-specific flood hazard assessment prepared by a RPEQ (or equivalent), as per SC4.4.2 Flood Town Plan Policy.

Additional Advisory Information (Not Required for Response)

Council notes that a gravity sewer trunk main (300mm diameter) traverses both 1A Church Street and 3 Church Street, Charters Towers City. As such, the provisions of *Mandatory Part MP1.4: Building over or near relevant infrastructure of the Queensland Development Code (QDC)* apply.

Any future building work on these lots will need to demonstrate compliance with MP1.4 prior to the issue of building approval. This includes ensuring that the proposed works do not compromise the integrity, access, or maintenance of the sewer infrastructure.

Applicant's response

The due date for providing a response is three months from the date of this information request being 5 January 2026* or a further period agreed between you the applicant, and the assessment manager.

As the assessment of your application will be based on the information provided, it is recommended that you provide all the information requested. You may however respond by providing:

- a) all of the information requested, or
- b) part of the information requested, or
- c) a notice that none of the information will be provided.

For your assistance, you may wish to use the State Assessment Referral Agencies 'applicant response to an information request' template found at: <https://planning.dsdmip.qld.gov.au/>.

**to account for Christmas/New Year period.*



Failure to respond

In accordance with Section 14.2 of the Development Assessment Rules, if you do not provide a response before the due date (or a further agreed period), it will be taken as if you, the applicant, have decided not to respond to the information request and the assessment manager will continue with the assessment of your application without the information requested.

Please note that the assessment manager may give further advice to the applicant about the development application before the development application is decided.

Should you wish to discuss this matter, please contact Luke Acreman on (07) 4761 5300 or email development@charters Towers.qld.gov.au.

Yours faithfully



Timna Green
Manager Planning & Development

