



9 July 2026

Our Ref: 5281574
File Ref: MCU2026/0011
Enquiries: Luke Acreman

Charters Towers Civic Club Inc
Attn: Joann Chivers
PO Box 133
CHARTERS TOWERS CITY QLD 4820

Sent via email: chtwrscivicclub@gmail.com

Dear Joann,

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: Charters Towers Civic Club Inc (Joann Chivers)

Location details

Street address: 36 Ryan Street, Charters Towers City
Real property description: Lot 9 on SP347644

Application details

Application number: MCU2026/0011
Approval sought: Development Permit
Development type: Material Change of Use
Description of development: Carpark
Categorising instrument: Charters Towers Regional Town Plan Version 2

Information requested

Stormwater

The proposed car park will increase the extent of impervious surfaces on a currently undeveloped portion of the site. The Charters Towers Regional Council Planning Scheme V2 requires sufficient information to demonstrate that the development will not result in adverse stormwater impacts on the site, adjoining properties, or the surrounding drainage network.



The application does not adequately:

- Assess the stormwater impacts of the proposed development, including stormwater quantity, quality, and impacts on existing infrastructure.
- Demonstrate that the proposed stormwater management approach will avoid adverse impacts on neighbouring properties, particularly the adjoining residential lot

Information Required:

- 1) Provide a stormwater management assessment, prepared by a suitably qualified Registered Professional Engineer Queensland (RPEQ), that demonstrates the proposed development can be appropriately drained and lawfully discharged without adverse impacts on adjoining properties or receiving infrastructure. The assessment is to include:
 - a stormwater concept plan;
 - catchment plans and runoff calculations;
 - minor drainage design calculations;
 - a water quality assessment, where required; and
 - an engineer's certification or statement confirming no worsening of external stormwater impacts.

Traffic and Access

The application does not provide sufficient information to assess the traffic and transport impacts of the proposed development. There is inadequate information regarding existing traffic conditions, the impacts of additional vehicle movements generated by the development, potential vehicle and pedestrian conflicts, and the suitability of on-site vehicle manoeuvring arrangements.

Information Required:

- 2) Provide a traffic and access statement prepared by a suitably qualified traffic engineer which:
 - Confirms the expected traffic generation associated with the proposed 7-space car park.
 - Assesses the suitability of the proposed access from the adjoining lane.
 - Demonstrates, through swept path diagrams, that vehicles can safely access, manoeuvre within and exit the site.
 - Addresses vehicle interactions within the lane, including the absence of a turning area at the end of the lane where relevant.
 - Identifies any measures necessary to ensure safe vehicle and pedestrian movements.



Applicant's response

The due date for providing a response is three months from the date of this information request being **9 October 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/>.

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

