

'OTHER' REFERRAL AGENCY RESPONSE APPLICATION

Planning Act 2016
Planning Regulation 2017



Purpose	<p>This application form is required for building works when Council are a referral agency to a development application under Schedule 9 of the <i>Planning Regulation 2017</i>.</p> <p>This application is NOT for siting relaxations or building over services against the Queensland Development Code MP1.1, 1.2, 1.3 or 1.4 – use the <i>Referral Agency Response Application</i> for that purpose.</p>
Other applications	<p>Proposed building works can also be affected by a zone or overlay under the Townsville City Plan and may require a further development application to be lodged with Council for approval. If required, a development application can be lodged in combination with this referral agency response application.</p> <p>Are you lodging a development application (to council) with this referral agency response application?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
Type of referral	<p>Please select the reason for the referral agency response application under the <i>Planning Regulation 2017</i>.</p> <p><input type="checkbox"/> For particular buildings for residential purposes (Schedule 9, Part 3, Table 2)</p> <p><input type="checkbox"/> For fire safety, in particular budget accommodation buildings (Schedule 9, Part 3, Table 4)</p> <p><input type="checkbox"/> Building work for residential services (i.e. Boarding Houses) (Schedule 9, Part 3, Table 6)</p> <p><input type="checkbox"/> Building work for removal or rebuilding (Schedule 9, Part 3, Table 7)</p> <p><input type="checkbox"/> Building work for particular class 1 buildings relating to an MCU (Schedule 9, Part 3, Table 8)</p> <p><input type="checkbox"/> Temporary accommodation buildings (Schedule 9, Part 3, Table 9)</p> <p><input type="checkbox"/> Building work relating to end of trip facilities (Schedule 9, Part 3, Table 10)</p> <p><input type="checkbox"/> Building works for dwelling with on-site waste water management system (Schedule 9, Part 3, Table 11)</p>
Description of land	<p>Street address _____</p> <p>Suburb _____ State _____ Post code _____</p> <p>Lot on plan description _____</p>
Applicant details Complete either individual or company as applicable	<p>Individual:</p> <p>Full name _____</p> <p>Postal address _____</p> <p>Suburb _____ State _____ Post code _____</p> <p>Contact phone number _____</p> <p>Email address _____</p> <p>Note: Correspondence will be sent to this email address.</p>

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Applicant details continued.	Corporation/ incorporated association Legal entity name _____ Australian company number _____ Postal address _____ Suburb _____ State _____ Post code _____ Contact number _____ Email address _____ Note: Correspondence will be sent to this email address.
Property owner's details Attach information if there is more than one property owner	Are you the property owner? <input type="checkbox"/> Yes – continue to the next section <input type="checkbox"/> No - complete this section Do you have the property owner's consent to lodge this application? <input type="checkbox"/> Yes <input type="checkbox"/> No Property owner/s name/s _____ Postal address _____ Suburb _____ State _____ Post code _____ Contact phone number _____ Email address _____
Building certifier details	Have you lodged this application with a building certifier? <input type="checkbox"/> No – continue to the next section <input type="checkbox"/> Yes – complete this section Building certifier name _____ Postal address _____ Suburb _____ State _____ Post code _____ Contact phone number _____ Email address _____
Details of the proposed building works	_____ _____

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Justification	Why should Council support your proposal? Provide supporting information against the relevant assessment criteria. <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
Attachments	Please indicate which documents you are including with this application. Mandatory documents <input type="checkbox"/> Copy of site plan (Include the proposed structure and any existing buildings on site, setbacks to all boundaries, road frontages, infrastructure on site and road frontage) <input type="checkbox"/> Copy of elevations (Include the total height of the structure and at the outermost projection from the natural ground level) Optional documents <input type="checkbox"/> Copy of floor plan <input type="checkbox"/> Building envelope plan (if applicable) <input type="checkbox"/> Form 15 and supporting technical documents (if applicable to building over services) <input type="checkbox"/> Other supporting information (e.g. site photos, adjoining owner's consent, etc.)
Applicant declaration	I declare that the information provided on this form and attachments is true and correct in every detail. Signature _____ Date _____
Payment Payment must be made prior to assessment being undertaken	<input type="checkbox"/> In person » 103 Walker Street, Townsville City (Cash, cheque, EFTPOS and/or credit card (Mastercard or Visa)). » CityLibraries Thuringowa, 86 Thuringowa Drive, Thuringowa Central – card payments only. <input type="checkbox"/> Credit card by phone - Phone (07) 4727 9425 to pay the application fee (Visa or MasterCard payments are subject to a 0.5% payment processing fee) <input type="checkbox"/> Charge to my account with Townsville City Council Account name _____ Account number _____ Customer reference (optional) _____

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Privacy collection statement

Townsville City Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which Council manages personal information is governed by the *Information Privacy Act 2009*. We are collecting your personal information in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*. The information will be used to process this application for a referral agency response, update our records, and undertake compliance related activities as necessary. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you give your consent to this disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.

Submit the form

By email: developmentassessment@townsville.qld.gov.au
By mail: Townsville City Council, PO Box 1268, TOWNSVILLE CITY QLD 4810.
In person: Present your application at a Customer Service Centre located at:
» 103 Walker Street, Townsville City
» CityLibraries Thuringowa, 86 Thuringowa Drive, Thuringowa Central