

# Compliance Assessment and Certificate of Compliance



## APPLICATION FORM

In accordance with s286 of the *Planning Act 2016*, Compliance Assessment has transitioned to code assessment. The majority of works previously considered Compliance Assessment will now be Operational Works as identified with the Categories of development and assessment for Operational works of the planning scheme. Operational Works applications will be processed in accordance with the *Planning Act 2016*.

For those approvals issued prior to the *Planning Act 2016* that conditioned Compliance Assessment, these can be dealt with as if the *Sustainable Planning Act 2009* had not been repealed. A Compliance Assessment application will be processed in accordance with the *Sustainable Planning Act 2009*. An application for Compliance Assessment will require this application form along with the applicable application fee and documentation addressing the relevant condition (ie. plans, supporting information, etc.).

While most conditions requiring further assessment will be identified as Operational Works, some conditions will require a Certificate of Compliance. An application for a Certificate of Compliance will require this application form along with the applicable application fee and documentation addressing the relevant condition (i.e. plans, supporting information, etc.). The request will be assessed and if any further information be required or a response to the request for further information be provided, the application will be assessed and decided within 20 business days.

## NATURE OF REQUEST

- Compliance assessment (only applicable to approvals conditioned for compliance assessment under the *Sustainable Planning Act 2009*).
- Certificate of compliance (document requiring approval as per a condition of approval under the *Planning Act 2016*).

## SECTION 1: APPLICANT DETAILS

Applicant name(s) (*individual or company full name*): \_\_\_\_\_

Postal address: \_\_\_\_\_

Telephone: (h) \_\_\_\_\_ (w) \_\_\_\_\_ (m) \_\_\_\_\_

Email address: \_\_\_\_\_

**I declare that all information in this request is true and correct.**

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Do you wish to receive correspondence for your application electronically (via email?)  Yes  No

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## SECTION 2: PROPERTY DETAILS

Street address: \_\_\_\_\_

Lot on Plan description: \_\_\_\_\_

## SECTION 3: DEVELOPMENT DETAILS

Council file reference (permit number): \_\_\_\_\_

Estate name and stage number (if relevant): \_\_\_\_\_

## SECTION 4: CONDITIONS FOR APPROVAL

Condition number: \_\_\_\_\_ Details: \_\_\_\_\_

Condition number: \_\_\_\_\_ Details: \_\_\_\_\_

Condition number: \_\_\_\_\_ Details: \_\_\_\_\_

Condition number: \_\_\_\_\_ Details: \_\_\_\_\_

Cost of Works (Mandatory, must include GST): \_\_\_\_\_

## SECTION 5: PAYMENT OPTIONS

Select the payment option you would prefer:

- Pay at counter upon lodgement
- Cheque
- Credit card: We will contact you to arrange payment over the phone
- Account holder: Ticking this box authorises the fee to be charged to your account

Reference (if any): \_\_\_\_\_

Other \_\_\_\_\_

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## LODGEMENT OPTIONS

Applications may be lodged via:

Email: [developmentassessment@townsville.qld.gov.au](mailto:developmentassessment@townsville.qld.gov.au)

Mail: PO Box 1268 TOWNSVILLE QLD 4810

In person: Customer Service Centre  
103 Walker Street  
Townsville City, 4810

Office hours: Monday - Friday, 8:30am - 5:00pm

### OFFICE USE ONLY

Date received: \_\_\_\_\_ Application number: : \_\_\_\_\_