

Before you start

Important information

There are a number of different types of applications or requests relating to development within a State development area (SDA).

The most common of these is an SDA application for a material change of use (MCU). An MCU is:

- the start of a new use of the premises
- the re-establishment on the premises of a use that has been abandoned
- a material change in the intensity or scale of the use of the premises.

A development scheme may also provide for some or all of the following applications and requests:

- request for pre-lodgement consideration
- SDA application for:
 - reconfiguring a lot
 - operational work
- request to change an SDA application
- change application for an SDA approval
- request to state a later currency period
- request to carry out prior affected development
- request for approval of a plan of subdivision.

It is important to note there are some variations in terminology used in the development schemes as a result of amendments to the *State Development and Public Works Organisation Act 1971*. For more information, read the Applications and requests advisory note.

Before making an application or request, refer to the relevant development scheme.

How to complete forms

All SDA application and request forms are to be submitted via the approved online forms.

The Coordinator-General can only accept SDA applications that are properly made. For an SDA application to be properly made, you must:

- complete all fields
- upload the necessary documentation
- pay the relevant fee.

For certain applications or requests, a planning report, environmental impact statement (EIS) or impact assessment report (IAR) (draft and/or final) and evaluation report on the EIS or IAR (if prepared) may also be required.

The information provided must be detailed enough to enable the Coordinator-General to adequately assess the application or request. Insufficient information may result in the Coordinator-General requesting additional information.

If for any reason you cannot submit the forms online you can contact the SDA Division on 1800 001 048 or via sdainfo@coordinatorgeneral.qld.gov.au to have a hard copy form sent out to you.

Fee waiver request

Prior to making an application or request, a proponent may request that the Coordinator-General waive all or part of the relevant fee.

If you would like to request a fee waiver, a written request providing sufficient grounds for the waiver must be made as part of a pre-lodgement consideration.

For more information, read the Guideline to state development area fees.

I have read and understood the requirements for requesting a fee waiver. *

Privacy and security

The Coordinator-General collects personal information from you, including information about your name, email address, address, and telephone number. We collect this information to process, assess and make decisions about your application.

Your personal information will be used and may be disclosed publicly on the Department's website, and/or provided to third parties and other government agencies in the course of processing, assessing and making a decision about your application, and as authorised or required by law.

Your personal information will be handled and protected in accordance with the *Information Privacy Act 2009* and the Department's Privacy and Security Statement.

By completing the form/s you agree to our Privacy and Security Statement. *

Disclaimer

All information that is provided as part of this application or request, including any further information requests, may be publicly released on the Department's website, and/or provided to third parties and other government agencies to process, assess, and make a decision about your application.

All information will be stored on the Departmental files as required by the *Public Records Act 2002* and may be disclosed for purposes relating to the processing and assessment of the application or as authorised or required by law.

By completing the form/s you have agreed to this disclaimer. *

Application type

State development area

Select state development area *

- Abbot Point State Development Area
- Bromelton State Development Area
- Bundaberg State Development Area
- Cairns South State Development Area
- Callide Infrastructure Corridor State Development Area
- Galilee Basin State Development Area
- Gladstone State Development Area
- Queensland Children's Hospital State Development Area
- Stanwell-Gladstone Infrastructure Corridor State Development Area
- Surat Basin Infrastructure Corridor State Development Area
- Townsville State Development Area

Application or request

Select application or request type *

- Request for pre-lodgement consideration
- SDA application for a material change of use
- Request to change an SDA application
- Change application for an SDA approval
- Request to state a later currency period
- Change application for an SDA approval and request to state a later currency period
- Request to carry out prior affected development

Disclaimer

The Coordinator-General may only approve a request to change an SDA application if the Coordinator-General considers it a minor change to the application. If the proposed change is not a minor change, the proponent should withdraw the original application and submit a new SDA application. For a definition of a minor change please read the development scheme.

I have read and understood this disclaimer. *

Proponent details

ABN

Enter your Australian Business Number (ABN)

99 999 999 999

Proponent name

The proponent is the person responsible for making the application and need not be the owner of the land. A decision notice will be issued to the proponent.

Title	
<input type="text" value="Mr"/>	
First name *	Last name *
<input type="text" value="Murray"/>	<input type="text" value="Wright"/>
Company name	
<input type="text" value="HPC Planning"/>	

Applicant

Applicants details *

- Same as above
- Alternate contact

Title

Mr

First name *

Lynn

Last name *

Davidson

Company name

Jimboomba Turf Co Pty Ltd C/- HPC Planning

Postal address

Address line 1 *

Level 4, Southport Central Tower 1

Address line 2

56 Scarborough Street

Suburb *

Southport

State *

QLD

Postcode *

4215

Contact details

Phone number (Australia) *

0437475162

Mobile number *

0437475162

Email address *

murray.w@hpcplanning.com.au

Confirm email address *

murray.w@hpcplanning.com.au

Application details

SDA application

Identify the SDA application to which this request applies.

Reference number *

AP/2022/023

Lot on plan description (e.g. Lot 3 RP 12345)

Lot 12 SP186526

Proposed change/s

Provide a brief description of the proposed change/s being requested and how the change/s meet the definition of a minor change.

Change 1

Identify the change being sought to the SDA application *

Relocation of administration building clear of local government flood overlay mapping.

Demonstrate that the proposed change meets the definition of a minor change *

Refer to planning report.

Supporting information

Please upload all supporting information here and ensure that file names clearly reflect the type of document uploaded e.g. survey plan, traffic report, site drawing.

The information provided must be detailed enough to enable the Coordinator-General to adequately assess your application or request. Insufficient information may result in the Coordinator-General requesting additional information.

File Name	Size
22387_230510_Minor Change Application.pdf	490.83 kB
Amended Proposal Drawings.pdf	5.49 MB
Letter - partial fee waiver - request for a minor change to an SDA application AP2022023 (administration building in the BSDA).PDF	146.90 kB
Application placed on hold correspondence.PDF	189.69 kB
TITLE_50599651_hpcurban.pdf	66.23 kB
Owners consent signed.pdf	60.89 kB

Declaration

Applicant declaration

- This document is a true representation of the submission I have prepared. By transmitting it electronically to the Coordinator-General, and the Coordinator-General agreeing to accept it electronically, it has the same status as if I had signed it. I understand that it is an offence to give the Coordinator-General a document that contains information known to be false or misleading. *

Applicants name *

Date

Jimboomba Turf Co Pty Ltd C/- HPC Planning

18 May 2023

Payment details

Fee waiver

Have you requested a fee waiver? *

Yes No

Relevant fee

Please enter the fee amount stated in your letter.

Relevant fee amount *

\$ 1,134.00

Payment type

Please confirm your preferred method of payment. *

- Credit/Debit card
 Direct deposit

Account name: Department of State Development, Infrastructure, Local Government and Planning

BSB: 064-013

Account no: 10007096

Reference: SDA proponent's name e.g. SDASmithJonesPL