

Amendment to the Development Assessment Rules

Summary of changes - July 2024

Overview

The following amendments have been made to the Development Assessment (DA) Rules. DA Rules - Version 2.0 was prescribed in the Planning Regulation 2017 on 18 July 2024 and given effect when notified and published on 22 July 2024 in accordance with section 69 of the *Planning Act 2016*.

Amendment of cover page and overall document format

Amendment	
1.	'Version 1.3'— Omit, insert— 'Version 2.0'
2.	'Published at 2 September 2020 – prescribed in the Planning Regulation 2017. Commenced 11 September 2020.'— Omit, insert— 'Published and commenced on 22 July 2024 As prescribed in the Planning Regulation 2017'
3.	Omit— 'Aligned to the Development Assessment Rules as made and amended under the Planning Act 2016, on 27 November 2020.'
4.	New document format with existing development application process becoming 'Chapter 1' and new process for applications for State facilitated development becoming 'Chapter 2'. Insert heading— 'Chapter 1: Applications (other than applications for State facilitated development)' Insert heading— 'Chapter 2: Applications for State facilitated development'
5.	Header/footer 'Version 1.3'— Omit, insert— 'Version 2.0'

Amendment of Chapter 1: Applications (other than applications for State facilitated development)

Ame	Amendment			
6.	Insert heading—			

'Chapter 1: Applications (other than applications for State facilitated development)'

7. Insert—

'This chapter provides the rules for administering an *application* (other than an *application for state facilitated development*).'

Amendment of Part 1: Application

8. Section 8 (If the application is not a properly referred application)

- '8.2 If the applicant complies with all of the actions in the action notice within 20 days after the day the applicant was given the action notice, or a further period agreed between the applicant and the referral agency—
 - (a) the application is a properly referred application; and
 - (b) the referral agency must give a referral confirmation notice to the applicant and a copy to the assessment manager within 5 days of the applicant complying with the actions.'

Omit, insert-

- '8.2 The applicant must comply with all the actions in the action notice and give notice to the referral agency that it has complied with the action notice, within 20 days, starting the day after the day the applicant was given the action notice, or a further period agreed between the applicant and the referral agency.
- 8.3 If the applicant complies with all of the actions in the action notice in accordance with section 8.2, the application is a properly referred application on the day the applicant gives the referral agency notice that the applicant has complied with the action notice.
- 8.4 After receiving notice under section 8.3, the referral agency must give a referral confirmation notice to the applicant and a copy to the assessment manager within 5 days of the applicant complying with the actions.'

9. Section 8 (If the application is not a properly referred application)

8.3 If the applicant does not comply with all of the actions in the action notice within 20 days after the day the applicant was given the action notice, or a further period agreed between the applicant and the referral agency—'

Omit, insert-

'8.5 If the applicant does not comply with section 8.2—'

Amendment of Part 4: Public notification

10. Section 16.1 (When this part starts)

':'

Omit, insert—

___'

11. Section 17.1 (Public notice requirements)

- '(c) where there is a hard copy local newspaper for the locality of the premises the subject of the application, publishing a notice at least once in a hard copy local newspaper circulating generally in the locality of the premises the subject of the application; or
- (d) where there is no hard copy local newspaper for the locality of the premises the subject of the application by either—
 - publishing a notice at least once in an online local newspaper for the locality of the premises the subject of the application in a section of that publication that is intended for displaying notices intended for members of the public; or
 - (ii) publishing a notice on the assessment manager's website; or
- (e) publishing a notice at least once in a hard copy state newspaper.'

Omit, insert-

'(c) publishing a public notice complying with the public notice requirements stated in the confirmation notice.'

Amendment of Part 7: Miscellaneous

12. Section 32.4(b) (Stopping a current period)

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	Omit, insert—	
13.	Section 37.1 (Publishing a notice about the decision)	
	'83(7)'	
	Omit, insert—	
	'83(8)'	

Insertion of new section Chapter 2: Applications for State facilitated development

Insertion

14. Insert heading—

'Chapter 2: Applications for State facilitated development'

15. Insert—

'This chapter provides the rules for administering an application for State facilitated development, that is a development application (including proposed development application) and a change application (including a proposed change application) other than for a minor change to a development approval.

Under section 106J of the Act, the chief executive must assess and decide, or reassess and re-decide the application for State facilitated development.

An application for State facilitated development that is not substantially different from the relevant application, where the relevant application is a proposed development application or proposed change application, is required to be made to the chief executive within the *application period*.

For a relevant application declared an application for State facilitated development after the application is made to the *decision-maker*, the *declaration notice* will state the *restarting point* for the application for State facilitated development.

If the declaration notice directs the decision-maker to assess all or part of an application for State facilitated development, this chapter (other than Part 4: Decision) applies to the assessment by the decision-maker.'

Insertion of Part 1: Application

16. Insert heading—

'Part 1: Application'

- 17. Insert—
 - '1 Properly made application Act, s51(5)²⁷
 - 1.1 For section 51(5) of the Act, an application for State facilitated development is taken to be a properly made application on the day the application for State facilitated development is received by the chief executive, unless an action notice is given.
 - 1.2 The chief executive must determine, within 5 days starting the day after the chief executive receives an application for State facilitated development (confirmation period), if the application for State facilitated development is a properly made application.
 - 1.3 The giving of a confirmation notice or an action notice by the chief executive ends the confirmation period on the day the notice is given to the applicant.
 - 2 Confirmation notice
 - 2.1 A confirmation notice can only be given for a properly made application.
 - 2.2 The chief executive must give the applicant a confirmation notice if any of the following apply—
 - (a) the application for State facilitated development requires public notification;
 - (b) as required in accordance with section 3.4 and 3.6.
 - 2.3 The chief executive may, within the confirmation period, give the applicant a confirmation notice for any application.
 - 2.4 For section 2.2(a), the confirmation notice must be given within the confirmation period.

3 If the application for State facilitated development is not properly made

- 3.1 If the application for State facilitated development is not a properly made application, the chief executive must give the applicant an action notice before the end of the confirmation period.²⁸
- 3.2 The applicant must comply with all the actions in the action notice and give notice to the chief executive that it has complied with the action notice, within 20 days, starting the day after the day the applicant was given the action notice, or a further period agreed between the applicant and the chief executive.
- 3.3 If the applicant complies with all of the actions in the action notice in accordance with section 3.2, the application for State facilitated development is a properly made application on the day the applicant gives the chief executive notice that the applicant has complied with the action notice.
- 3.4 After receiving notice under section 3.2, the chief executive must within 5 days after the day the notice was received, give a confirmation notice to the applicant, if the applicant has complied with the action notice.
- 3.5 Despite section 3.2, the chief executive may, after giving an action notice, accept the application for State facilitated development as a properly made application in accordance with section 51(4) of the Act, despite non-compliance with an action notice.
- 3.6 For an application for State facilitated development accepted as a properly made application as referred to in section 3.5—
 - the application for State facilitated development is taken to be a properly made application on the date the chief executive accepts the application in accordance with section 51(5) of the Act; and
 - (b) the chief executive must give a confirmation notice before the period stated in section 3.2, including any further period agreed, has ended.
- 3.7 If the applicant does not comply with an action notice in accordance with section 3.2, and the chief executive has not accepted the application for State facilitated development under section 3.5, the application for State facilitated development is taken to have not been made.²⁹

4 End of part 1

- 4.1 Part 1 is complete when the following occurs—
 - (a) the chief executive gives a confirmation notice under section 2, section 3.4 or section 3.6 to the applicant; or
 - (b) if the chief executive does not give a confirmation notice to the applicant and the application for State facilitated development is a properly made application, when the confirmation period ends.³⁰
- 4.2 Despite section 4.1, actions taken under sections 6.3 and 15.2 are also taken to end part 1.'

18. Insert footnotes—

- ¹27 For change applications section 51 of the Act is not applicable section 79 of the Act applies instead.
- Where the chief executive accepts an application for State facilitated development in accordance with section 51(4)(c) of the Act it is considered that this is a properly made application, therefore an action notice is not required to be given.
- For this section, the development assessment process does not proceed. The lapsing provisions under section 19 do not apply.
- An application for State facilitated development that does not meet the requirements of section 51(5) cannot progress beyond this part.'

Insertion of Part 2: Information request

19. Insert heading—

'Part 2: Information request'

20. Insert—

'5 When part 2 does not apply

- 5.1 Part 2 does not apply if:
 - (a) the applicant has advised the decision-maker on the approved form that the applicant does not agree to accept an information request;

- (b) the decision-maker has stated on the confirmation notice that it does not intend to make an information request; or
- (c) the chief executive has stated on the confirmation notice that an information request will not be made.

6 Making an information request

- 6.1 The chief executive may make an information request.
- 6.2 Any information request made by the chief executive must be made to the applicant within 10 days, or a further period agreed between the applicant and the chief executive, starting the day after part 1 has ended.
- 6.3 If part 3 is not relevant to the application for State facilitated development, the chief executive may end the confirmation period by making an information request.
- 6.4 The chief executive may give advice to the applicant about an information request or any other matter.

7 Applicant's response

- 7.1 The period for the applicant to respond to an information request is 30 days from the date the information request was made or a further period agreed between the applicant and the chief executive.
- 7.2 The applicant may respond by giving the chief executive that made the information request, within the period stated under section 7.1—
 - (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.
- 7.3 For any response given in accordance with sections 7.2(b) or (c), the applicant may also advise the chief executive that the assessment of the application for State facilitated development should proceed.

8 End of the applicant's response period

- 8.1 The applicant's response period in section 7.1 ends if—
 - (a) the applicant has responded under section 7.2(a); or
 - (b) the applicant has responded under sections 7.2(b) or (c) and the applicant has advised the chief executive to proceed with the assessment of the application for State facilitated development.
- 8.2 If an applicant does not respond to the information request in accordance with section 7.2 and 7.3 if applicable within the period stated under section 7.1, the chief executive's assessment continues from the day after the day on which the period under section 7.1 would have otherwise ended.

9 End of part 2

- 9.1 Part 2 is complete when-
 - if the chief executive does not make an information request the period stated under section 6.2 has ended; or
 - (b) if the chief executive makes an information request, the earlier of the following occurs—
 - (i) the applicant has finished responding to the information request in the way stated under section 8.1; or
 - (ii) all periods for the applicant to respond to the information request as stated in section 7.1 have ended.'

Insertion of Part 3: Public notification

21. Insert heading—

'Part 3: Public notification'

22. Insert—

'10 When this part starts

10.1 Public notification must start—

- (a) within 20 days of the day after receiving a confirmation notice or notification notice; or
- (b) if the chief executive makes an information request, within 10 days of the day after part 2 has ended; or
- (c) an alternative timeframe as stated in the notification notice.

11 Public notice requirements

- 11.1 The applicant shall give public notice by complying with the confirmation notice or notification notice, and by—
 - (a) placing notice on the premises the subject of the application for a State facilitated development that must remain on the premises for the period of time up to and including the stated day; and
 - (b) giving notice to the adjoining owners of all lots adjoining the premises the subject of the application; and
 - (c) publishing a public notice complying with the public notice requirements stated in the confirmation notice or notification notice.
- 11.2 The applicant must give notice to the chief executive of the intended start date of public notification.
- 11.3 Schedule 3 prescribes the way in which public notice must be given, if required by the confirmation notice or notification notice.
- 11.4 All public notice requirements under section 11.1 and 11.2 must be undertaken within the period prescribed under section 10.

12 Notice of compliance

12.1 If the applicant gives public notice, it must, within 10 days from the day after the last day on which a submission may be made, or a further period agreed between the applicant and the chief executive, give the chief executive notice of compliance with the public notice requirements.³¹

13 Submissions

- 13.1 The chief executive
 - (a) must accept a submission³² if the submission is a properly made submission; and
 - (b) may accept a submission even if the submission is not a properly made submission.
- 13.2 Anyone who has made a properly made submission, or a submission the chief executive has accepted, may by notice—
 - (a) amend the submission before the stated day by which submissions must be received (or stated day in a subsequent public notice where re-notification has occurred); or
 - (b) withdraw the submission at any time before the application for State facilitated development is decided.
- 13.3 Where submissions have been accepted under section 13.1 for the application for State facilitated development, the chief executive has up to 10 days, or a further period agreed between the applicant and the chief executive, to consider the submissions starting—
 - (a) where the applicant has undertaken public notification, the day after the day the chief executive receives notice of compliance under section 12.1; or
 - (b) otherwise, the day after the stated day.

14 End of part 3

- 14.1 Part 3 is complete—
 - (a) if submissions are received—
 - (i) the day the period to consider submissions under section 13.3 has ended; or
 - (ii) before the period has ended under section 13.3, the day the chief executive gives notice to the applicant to end the period.
 - (b) if no submissions are received, the day after the chief executive receives a notice of compliance from the applicant.'

23. Insert footnotes—

- '31 For public notice requirements stated in a confirmation notice, not taking this action within the period prescribed will result in the application lapsing see section 19.
- The notification notice may establish the requirements for making a submission on an application for State facilitated development.

Insertion of Part 4: Decision

24. Insert heading—

'Part 4: Decision'

25. Insert—

'15 When this part starts

- 15.1 The chief executive cannot decide the application until parts 1, 2 and 3, as relevant to the application, have ended.
- 15.2 Despite section 15.1, if part 2 is not relevant to the application, the chief executive may end the confirmation period by giving a decision notice.
- 15.3 If the chief executive does not make an information request under part 2 and part 3 is not relevant, the period stated under section 16 starts the day after part 1 ended.

16 Decision period – generally

- 16.1 The chief executive must—
 - (a) assess and decide, or reassess and re-decide, the application under section 106J of the Act,³³ within 30 days (decision period) or a further period agreed between the chief executive and the applicant, from the end of the last relevant part in section 15; and
 - (b) give a decision notice under 106L of the Act within 5 days of deciding the application for State facilitated development.³⁴
- 16.2 The chief executive's decision period includes the number of days taken by the chief executive to make an information request under section 6.
- 16.3 However, for section 16.2 where the number of days taken by the chief executive to make an information request is greater than 10 days, the number of days taken by the chief executive to make an information request is taken to be 10 days.³⁵

17 Decision period - changed circumstances

- 17.1 Despite section 16, where section 24 is relevant to the application for State facilitated development and the chief executive takes the action—
 - (a) before part 4 starts, part 4 does not start until the day after the action is completed; or
 - (b) after part 4 has started, the decision period stops the day after the action is taken and starts again the day after the action is completed.

18 End of part 4

18.1 Part 4 is complete when the chief executive gives a decision notice to those required to receive it under section 106L of the Act.'

26. Insert footnotes—

- For a change application section 106L of the Act is not applicable section 83 of the Act applies instead.
- In accordance with sections 77(1) and 77(2) of the *Building and Construction Industry (Portable Long Service Leave) Act 1991* a development permit must not be given for certain development types without sighting an approved form showing payment or an exemption of payment of the long service leave levy.
- For example, if the chief executive makes an information request to the applicant on the sixth day of the information request period, then the chief executive's decision period is 30 days less 6 days, which is 24 days. If the information request has been extended by agreement, only the initial 10 days are included as being part of the decision period.'

Insertion of Part 5: Miscellaneous

27. Insert heading—

'Part 5: Miscellaneous'

28. Insert—

'19 Lapsing of the application

- 19.1 An application for State facilitated development lapses if the applicant does not carry out the following actions in the prescribed period, including any further agreed period under the relevant section—
 - (a) undertake the actions in a confirmation notice to publicly notify the application for State facilitated development requiring public notification; or
 - (b) give a notice of compliance under section 12 to the chief executive for the application for State facilitated development where a confirmation notice requires public notification.

20 Stopping a current period

- 20.1 The applicant may stop a current period in the development assessment process under the DA Rules, unless the application for State facilitated development has lapsed.
- 20.2 To stop the chief executive's current period, the applicant must give notice to the chief executive, to stop the chief executive's current period, at any time after the application for State facilitated development is properly made and before the application for State facilitated development is decided.
- 20.3 To stop an applicant's current period—
 - (a) the applicant must give notice about stopping a current period to the chief executive;
 - (b) the application must—
 - (i) have been accepted as a properly made application; and
 - (ii) not be in the public notification period.
- 20.4 The current period—
 - (a) is stopped for the period stated in the notice starting the day after the notice is received by the chief executive; and
 - (b) the balance restarts the day after—
 - (i) the period stated in the notice ends; or
 - (ii) the chief executive receives notice that the notice has been withdrawn by the applicant.
- 20.5 A notice given under section 20.2 and section 20.3 may be—
 - (a) withdrawn at any time; and
 - (b) given as many times as required for a cumulative period of up to 130 days.

21 Notices about further periods agreed

21.1 Any agreement for a further period under the DA Rules must be made before the end of the relevant period by notice between the applicant and the chief executive in the relevant section of the DA Rules and must identify the section of the DA Rules to which the agreement relates and a copy must be given by the party who initiated the extension, to the other party to the application.

22 Third party advice about an application for State facilitated development

22.1 The chief executive may ask any third party for third party advice about an application for State facilitated development at any point in the development assessment process before a decision is made.

23 Further advice about an application

23.1 The chief executive may, at any time before the application for State facilitated development is decided, give further advice about the application for State facilitated development to the applicant.

24 Effect of the Native Title Act 1993 (Cwlth)

24.1 Taking action under the *Native Title Act 1993* (Cwlth), part 2, division 3 has the following effect on processes set out under the DA Rules or chapter 3 of the Act—

- (a) for a development application under the DA Rules, the chief executive can only decide an application for State facilitated development once any action taken under part 2, division 3 of the *Native Title Act 1993* (Cwlth) has been completed; or
- (b) for a change application under section 78 of the Act, the chief executive can only decide a change application for an application for State facilitated development once action taken under part 2, division 3 of the *Native Title Act 1993* (Cwlth) has been completed.'

Amendment of Schedule 1: Substantially different development

Amendment		
29.	Section 1, after 'An assessment manager or responsible entity' Insert— ', or chief executive (for an application for State facilitated development)'	
30.	Section 1, after 'to a development application or development approval,' Insert— 'or application for State facilitated development'	
31.	Section 2, after 'An assessment manager or responsible entity' Insert— ', or chief executive (for an application for State facilitated development)'	
32.	Section 2(b), 'in accordance with part 6' Omit, insert— 'or made to an application for State facilitated development'	
33.	Section 3, after 'the assessment manager or referral agency' Insert— ', or chief executive (for an application for State facilitated development)'	
34.	Section 4 ':' Omit, insert— ''	
35.	Renumber footnotes in sections 1, 2(c), 4(d) — '27', '28' and '29' Omit, insert— '36', '37' and '38'	

Amendment of Schedule 3: Public notice requirements

Ame	Amendment		
36.	Section 1, after 'in accordance with' 'part 4' Omit, insert— 'chapter 1, part 4 and chapter 2, part 3'		
37.	 Sections 2 and 3 '2. For development applications, part 1 of this schedule provides the requirements and information that must be included on all notices. 3. For change applications, ³⁰ part 2 of this schedule provides the requirements and information that must be included on all notices.' Omit, insert— 		

Where specified as a public notice requirement in chapter 1, section 17.1 or chapter 2, section 11.1, the following specifications must be met: for development applications, part 1 of this schedule provides the requirements and information that must be included on notices; for applications for State facilitated development, part 2 of this schedule provides the (b) requirements and information that must be included on notices; (c) for change applications, part 3 of this schedule provides the requirements and information that must be included on notices; for change applications for State facilitated development, part 4 of this schedule (d) provides the requirements and information that must be included on notices.' 38. General requirements for placing a public notice on the premises Section number '4' Renumber as-**'3**' 39. General requirements for placing a public notice on the premises Section 3, after 'a public notice must be' Omit, insert— 40. General requirements for placing a public notice on the premises Section number '5' Renumber as-41. General requirements for placing a public notice on the premises Section number '6' Renumber as-**'**5' 42. General requirements for placing a public notice on the premises Section number '7' Renumber as-43. General requirements for giving notice to owners of lots adjoining the premises Section number '8' Renumber as-44. General requirements for giving notice to owners of lots adjoining the premises Section 7 'Α' Omit, insert-'For giving notice to owners of lots adjoining the premises, the' 45. General requirements for giving notice to owners of lots adjoining the premises Section 7, after 'the premises the subject of the application' Insert-'or application for State facilitated development' 46. General requirements for giving notice to owners of lots adjoining the premises Section number '9' Renumber as-'8' 47. General requirements for giving notice to owners of lots adjoining the premises

Section 8, after 'the premises the subject of the application' Insert-'or application for State facilitated development' 48. General requirements for giving notice to owners of lots adjoining the premises Section number '10' Renumber as-49. General requirements for giving notice on website Heading, after 'giving notice on' Insert-'a' 50. General requirements for giving notice on a website Section number '11' Renumber as-'10' 51. General requirements for giving notice on a website Section 10, after 'assessment manager's website' ', or the chief executive's website for an application for State facilitated development' Public notice requirements for development applications (other than applications for state facilitated development) Heading, after 'for development applications' 52. '(other than applications for state facilitated development)' 53. 1A - Specifications for public notice on the premises Figure 1 - Design layout of public notices to be placed on the premises and notices given to adjoining owners, image-Omit, insert-Revised figure 1 image 54. 1A - Specifications for public notice on the premises Footnote '31' Renumber as-'39' 55. 1A - Specifications for public notice on the premises Footnote 39 'https://planning.dsdmip.qld.gov.au/planning/better-development/application-forms-and-templates' Omit, insert-'https://planning.statedevelopment.qld.gov.au/planning-framework/developmentassessment/development-assessment-process/forms-and-templates' 56. 1A - Specifications for public notice on the premises Table 1 - Information that must be included on a public notice on the premises, section 3 '2020' Omit, insert— '2024' 57. 1C - Specifications for public notice in a newspaper Figure 2 - Design layout of public notice for newspaper for an application, image— Omit, insert-Revised figure 2 image

58. 1C - Specifications for public notice in a newspaper

Table 2 - Information and specifications that must be included in a public notice in a newspaper, section 6

'Public notification requirement...etc.' text – lettering must be at least 1mm in height' Omit, insert—

'Public notification requirements are in accordance with the *Planning Act 2016*' text – lettering must be at least 1 mm in height and the Act's title and year to be italicised'

Insertion of new section Part 2 Public notice requirements for applications for State facilitated development

59. Insert heading—

'Part 2 - Public notice requirements for applications for State facilitated development'

60. Insert—

'2A - Specifications for public notice on the premises

- 1. Figure 3 in this part⁴⁰—
 - (a) shows the general layout for a public notice on the premises; and
 - (b) identifies the breakdown of sections as they appear in table 3, which identifies the information that is to be included and the minimum specifications.
- 2. If additional text lines are required to accommodate the required information, then the notice is to be increased in size from the minimum requirements to accommodate the additional text.
- 3. Font size must be clearly legible and meet the minimum text height requirements specified in table 3.
- 4. Internal border lines shown in figure 3 may be adjusted within the sign where additional space is required to fit the relevant information in each section.
- Unless stated otherwise, all sections and specifications for the public notice are mandatory minimum requirements.'

61. Insert image and caption—

'Figure 3 - Design layout of public notices for applications for State facilitated development to be placed on the premises and notice given to adjoining owners'

62. Insert footnote—

'40 A downloadable template of this notice, including the symbols, is available on the department's website at https://planning.statedevelopment.qld.gov.au/planning-framework/development-assessment-process/forms-and-templates '

63. Insert table—

'Table 3 - Information that must be included on a public notice on the premises'

With two columns titled 'Section' and 'Information that must be included and specification' *Insert*—

'Section 1 'PROPOSED DEVELOPMENT'

 Heading lettering must be capitalised in a bold style with a minimum text height of 51 mm.

'HAVE YOUR SAY'

 Heading lettering must be capitalised in a bold style with a minimum text height of 36 mm

Section 2 Description of proposed development as defined in the planning scheme

- Insert the proposed use (if a new or changed use is proposed) or the proposed development using the use defined in the planning scheme.
- Where relevant, include an indication of the scale or density of the development (e.g. number of lots, gross floor area).
- Lettering must be capitalised in a bold style with a minimum text height of 26 mm.

Section 3

n 3 (Where)

- · Use the symbol provided.
- Symbol to be adjacent to the left of the information.
- Street address that the application relates to.

- Lettering and symbol must be in a bold style with a minimum text height of 12 mm.
 (On)
- · Use the symbol provided.
- Symbol to be adjacent to the left of the information.
- Include real property description (i.e. lot on plan).
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm.

(Approval sought)

- Use the symbol provided.
- Symbol to be adjacent to the left of the 'Approval sought' heading and information.
- Include type(s) of approval sought (i.e. preliminary approval, development permit or both).
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm.

(Application reference)

- · Use the symbol provided.
- Symbol to be adjacent to the left of the 'Application reference' heading and information.
- Include the application reference number.
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm. (Make a submission)
- · Use the symbol provided.
- Symbol to be adjacent to the left of the 'Make a submission' heading and submission period.
- Dates for submission period to be in long date format. If submission year is the same for both dates, submission year is only required to be included on the later date (e.g. 23 October to 25 November 2024).
- Symbol must be a minimum text height of 12 mm.
- Lettering must be in a bold style, underlined and with a minimum text height of 20 mm.

Section 4 For this section—

- Any applicable symbols described below must be used to the extent relevant to the application.
- Symbols to be adjacent to the left of the heading and information.
- Headings: Lettering must be in a bold style with a minimum text height of 8 mm.
- Information under headings: Lettering must be a minimum text height of 8 mm.

'Lot size and frontage'

- Use the symbol provided only if applicable to the development
- Describe the proposed minimum lot size in m² and minimum frontage in metres.

'Building height'

- Use the symbol provided only if applicable to the development (e.g. if there are relevant assessment criteria).
- Describe the proposed height of the building in meters or storeys at its upper most projection.

'Setbacks'

- Use the symbol provided, if proposed development is contained on a single lot.
- Describe the side, rear and front setback in metres for the proposed development.

'Site cover'

- Use the symbol provided only if applicable to the development. (e.g. if there are relevant assessment criteria).
- Describe the site cover as a percentage for the proposed development.

Section 5

'This development application has been submitted as an application for State facilitated development under the *Planning Act 2016*'

 Lettering must be in a bold style with a minimum text height of 15 mm and the Act's title and year to be italicised.

'For further information and to view a copy of the application, contact:'

- Heading lettering must be in a bold style with a minimum text height of 15 mm.
- Information under heading must be a minimum text height of 12 mm.
- Use a bullet point character before text on each new line, where items are listed.
- Include the department administering the Planning Act 2016's title, web address and phone number.

'Submissions can be made to:

- Heading lettering must be in a bold style with a minimum text height of 15 mm.
- Information under heading must be a minimum text height of 12 mm.
- Use a bullet point character before text on each new line, where items are listed.
- Include the name, postal address and contact email of the Chief Executive.

QR code (Optional)

- · Optional inclusion; not mandatory.
- · If used, the QR code must:
 - be at least 11025 mm² (105 mm x 105 mm) and at least 300 dpi at 100%;
 and
 - · link to information about the application on the chief executive's website.

Section 6 'Public notification requirements are in accordance with the Planning Act 2016'

 Lettering must be a minimum text height of 9 mm and the Act's title and year to be italicised.

Section 7 Development images

- A minimum of two images must be displayed.
- Images to show relevant details of the proposal (e.g. photomontage, location map, plan of subdivision, site layout plan, elevations).
- Must give the public a general indication of what is being proposed.
- Image must be 300 dpi at 100% with images used being a minimum of 310 mm wide or at least 200 mm high.'

64. Insert—

'2B - Specifications for notice to owners of lots adjoining the premises

The notice given to adjoining owners is to be a completed copy of the public notice on the premises as required under 2A of this part, that is reproduced and rescaled to fit the majority of a single A4 page as a minimum requirement, and text must remain legible.'

65. Insert—

'2C - Specifications for public notice in a newspaper

- 1. Figure 4 in this part—
 - (a) shows the general layout for the public notice in a newspaper; and
 - (b) identifies the breakdown of sections as they appear in table 4, which identifies the information that is to be included on and the minimum specifications for the public notice in a newspaper.
- 2. If additional text lines are required to accommodate the required information, then the notice is to be increased in size from the minimum requirements to accommodate the additional text.
- 3. Font size must not fall below the minimum size specified in table 4 for hard copy newspapers.
- Unless stated otherwise, all sections and specifications for the public notice are mandatory minimum requirements.'

66. Insert image and caption—

'Figure 4 – Design layout of public notice for newspaper for an application for State facilitated development'

67. Insert table—

'Table 4 – Information and specifications that must be included in a public notice in a newspaper' With two columns titled 'Section' and 'Information that must be included and specification' Insert—

Section 1	•	'Proposed Development' heading – lettering must be a minimum of 2 mm in height and bold text.
Section 2	•	'Make a submission from [date] to [date]' – lettering must be a minimum of 2 mm in height.
	•	Dates – lettering must be a minimum of 2 mm in height and bold text.
	•	Long date format (day, month, year) – if the year is the same for both dates it is only required to be included on the later date.
Section 3	•	Development description response text – lettering must be a minimum of 1 mm in height and bold text.
Section 4	•	'Where', 'On', 'Approval sought' and 'Application ref' headings – lettering must be at least 1 mm in height and bold text.
	•	'Where', 'On', 'Approval sought' and 'Application ref' response text – lettering must be at least 1 mm in height.
Section 5	•	'You may obtain a copy of the application and make a submission to:' – lettering must be at least 1 mm in height and bold text.
	•	Chief Executive name including contact details – lettering must be at least 1 mm in height.
Section 6	•	'This development application has been submitted as an application for State facilitated development under the Planning Act 2016'— lettering must be at least 1 mm in height and the Act's title and year to be italicised.
Section 7	•	'Public notification requirements are in accordance with the <i>Planning Act 2016</i> ' text – lettering must be at least 1 mm in height and the Act's title and year to be italicised.'

Part 3 Public notice requirements for change applications (other than change applications for state facilitated development)

for state facilitated development)		
68.	Part number '2' Renumber as— '3'	
69.	Heading, after 'for change applications' Insert— '(other than change applications for state facilitated development)'	
70.	Part number '2A' Renumber as— '3A'	
71.	3A – Specifications for public notice on the premises Sections 1 and 4 'Figure 3' Renumber as— 'Figure 5'	
72.	3A – Specifications for public notice on the premises Sections 1(b) and 3 'Table 3' Renumber as— 'Table 5'	
73.	3A – Specifications for public notice on the premises Figure caption 'Figure 3' Renumber as— 'Figure 5'	
74.	3A – Specifications for public notice on the premises Figure 5 - Design layout of public notice for a change application to be placed on the premises and notice given to adjoining owners, image—	

Omit, insert-Revised figure 5 image 75. 3A - Specifications for public notice on the premises Footnote '32' and '33' Renumber as-'41' and '42' 76. 3A - Specifications for public notice on the premises Footnote 42 'https://planning.dsdmip.qld.gov.au/planning/better-development/application-forms-and-templates' Omit, inserthttps://planning.statedevelopment.qld.gov.au/planning-framework/developmentassessment/development-assessment-process/forms-and-templates' 77. 3A - Specifications for public notice on the premises Table header 'Table 3' Renumber as-'Table 5' 78. 3A - Specifications for public notice on the premises Table 5 - Information that must be included on a public notice on the premises for a change application, section 3 '2020' Omit, insert-'2024' 79. 3A - Specifications for public notice on the premises Table 5 - Information that must be included on a public notice on the premises for a change application, section 4, after 'the QR code must' Omit, insert-80. Part number '2B' Renumber as-'3B' 81. 3B - Specifications for notice to owners of lots adjoining the premises Section 1 '2A' Renumber as-'3A' 82. Part number '2C' Renumber as-'3C' 83. 3C - Specifications for public notice in a newspaper Section 1 'Figure 4' Renumber as-'Figure 6 84. 3C - Specifications for public notice in a newspaper Sections 1(b) and 3 'Table 4' Renumber as-

	'Table 6'
85.	3C – Specifications for public notice in a newspaper Figure caption 'Figure 4' Renumber as— 'Figure 6'
86.	3C – Specifications for public notice in a newspaper Figure 6 - Design layout of public notice for newspaper for a change application, image— Omit, insert— Revised figure 6 image
87.	3C – Specifications for public notice in a newspaper Table header 'Table 4' Renumber as— 'Table 6'
88.	3C – Specifications for public notice in a newspaper Table 6 – Information and specifications that must be included in a public notice in a newspaper for a change application 'Public notification requirementetc.' text – lettering must be at least 1mm in height' Omit, insert— 'Public notification requirements are in accordance with the Planning Act 2016' text – lettering must be at least 1 mm in height and the Act's title and year to be italicised'
89.	Part number '2D' Renumber as— '3D'
90.	3D – Specifications for notice on the assessment manager's website Section 1 '2C' Renumber as— '3C'
	rtion of new section Part 4 Public notice requirements for change applications for a facilitated development
91.	Insert heading— 'Part 4 – Public notice requirements for change applications for State facilitated development ⁴³ '
92.	Insert— '4A – Specifications for public notice on the premises 1. Figure 7 in this part ⁴⁴ —

- shows the general layout for a public notice on the premises and to be given to owners
 of lots adjoining the premises for a change application for State facilitated development;
 and
- (b) identifies the breakdown of sections as they appear in table 7, which identifies the information that is to be included on and the minimum specifications for the public notice on the premises.
- 2. If additional text lines are required to accommodate the required information, then the notice is to be increased in size from the minimum requirements to accommodate the additional text.
- 3. Font size must be clearly legible and meet the minimum text height requirements specified in table 7.
- 4. Internal border lines shown in figure 7 may be adjusted within the sign where additional space is required to fit the relevant information in each section.
- 5. Unless stated otherwise, all sections and specifications for the public notice are mandatory minimum requirements.'

93. Insert image and caption—

'Figure 7 - Design layout of public notice for a change application for State facilitated development to be placed on the premises and notice given to adjoining owners'

94. Insert footnotes—

- '43 For change applications that require public notification to be undertaken.
- 44 A downloadable template of this notice, including the symbols, is available on the department's website at https://planning.statedevelopment.qld.gov.au/planning-framework/development-assessment-process/forms-and-templates

95. Insert table—

'Table 7 – Information that must be included on a public notice on the premises for a change application for State facilitated development'

With two columns titled 'Section' and 'Information that must be included and specification' Insert—

'Section 1 'PROPOSED CHANGE TO APPROVAL'

 Heading lettering must be capitalised in a bold style with a minimum text height of 51 mm.

'HAVE YOUR SAY'

Heading lettering must be capitalised in a bold style with a minimum text height of 36 mm.

Section 2 Description of proposed development as defined in the planning scheme

- Insert the proposed use (if a new or changed use is proposed) or the proposed development using the use defined in the planning scheme.
- Where relevant, include an indication of the scale or density of the development (e.g. number of lots, gross floor area).
- Lettering must be capitalised in a bold style with a minimum text height of 26 mm.

Section 3 (Where)

- Use the symbol provided.
- Symbol to be adjacent to the left of the information.
- Street address that the application relates to.
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm.

(On)

- Use the symbol provided.
- Symbol to be adjacent to the left of the information.
- Include real property description (i.e. lot on plan).
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm.

(Existing approval)

- · Use the symbol provided.
- Symbol to be adjacent to the left of the 'Existing approval' heading and information.
- Include type(s) of existing approval (i.e. preliminary approval, development permit or both).
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm.
 (Application reference)
- Use the symbol provided.
- Symbol to be adjacent to the left of the 'Application reference' heading and information.
- Include the application reference number.
- Lettering and symbol must be in a bold style with a minimum text height of 12 mm. (Make a submission)
- · Use the symbol provided.
- Symbol to be adjacent to the left of the 'Make a submission' heading and submission period.
- Symbol must be a minimum text height of 12 mm.

- Dates for submission period to be in long date format. If submission year is the same for both dates, submission year is only required to be included on the later date (e.g. 23 October to 25 November 2024).
- Lettering must be in a bold style, underlined and with a minimum text height of 20 mm.

Section 4

'This change application has been submitted as a change application for State facilitated development under the *Planning Act 2016*'

 Lettering must be in a bold style with a minimum text height of 15 mm and the Act's title and year to be italicised.

'For further information and to view a copy of the application, contact:'

- Heading lettering must be in a bold style with a minimum text height of 15 mm.
- Information under heading must be a minimum text height of 12 mm.
- Use a bullet point character before text on each new line, where items are listed.
- Include the department administering the Planning Act 2016's title, web address and phone number.

'Submissions can be made to:

- Heading lettering must be in a bold style with a minimum text height of 15 mm.
- Information under heading must be a minimum text height of 12 mm.
- Use a bullet point character before text on each new line, where items are listed.
- Include the name, postal address and contact email of the Chief Executive.

QR code (Optional)

- Optional inclusion; not mandatory.
- · If used, the QR code must:
 - be at least 11025 mm² (105 mm x 105 mm) and at least 300 dpi at 100%; and
 - link to information about the application on the chief executive's website.

Section 5

Public notification requirements are in accordance with the *Planning Act 2016*'

 Lettering must be a minimum text height of 9 mm and the Act's title and year to be italicised.

Section 6 Development images

- A minimum of two images must be displayed.
- Images to show relevant details of the proposal (e.g. photomontage, location map, plan of subdivision, site layout plan, elevations).
- Must give the public a general indication of what is being proposed.
- Image must be 300 dpi at 100% with images used being a minimum of 310 mm wide or at least 200 mm high.

96. Insert—

'4B - Specifications for notice to owners of lots adjoining the premises

1. The notice given to adjoining owners is to be a completed copy of the public notice on the premises as required under 4A of this part, that is reproduced and rescaled to fit the majority of a single A4 page as a minimum requirement, and text must remain legible.

97. Insert—

'4C - Specifications for public notice in a newspaper

- 1. Figure 8 in this part—
 - (a) shows the general layout for the public notice in a newspaper; and
 - (b) identifies the breakdown of sections as they appear in table 8, which identifies the information that is to be included on and the minimum specifications for the public notice in a newspaper.
- 2. If additional text lines are required to accommodate the required information, then the notice is to be increased in size from the minimum requirements to accommodate the additional text.
- 3. Font size must not fall below the minimum size specified in table 8 for hard copy newspapers.
- Unless stated otherwise, all sections and specifications for the public notice are mandatory minimum requirements.'

98. Insert image and caption—

	'Figure 8 – Design layout of public notice for newspaper for a change application for State facilitated development'			
99.	Insert table— 'Table 8 – Information and specifications that must be included in a public notice in a newspaper for a change application for State facilitated development'			
	With two co	olumns titled 'Section' and 'Information that must be included and specification'		
	'Section 1	 'Proposed change to approval' heading – lettering must be a minimum of 2 mm in height and bold text. 		
	Section 2	 'Make a submission from [date] to [date]' – lettering must be a minimum of 2 mm in height. 		
		Dates – lettering must be a minimum of 2 mm in height and bold text.		
		 Long date format (day, month, year) – if the year is the same for both dates it is only required to be included on the later date. 		
	Section 3	 'Change proposed:' heading – lettering must be a minimum of 1 mm in height and bold text. 		
		 'Change proposed:' response text – lettering must be a minimum of 1 mm in height and bold text. 		
	Section 4	 'Where', 'On', 'Existing approval' and 'Application ref' headings – lettering must be at least 1 mm in height and bold text. 		
		• 'Where', 'On', 'Existing approval', and 'Application ref' response text – lettering must be at least 1 mm in height.		
	Section 5	• 'You may obtain a copy of the application and make a submission to:' – lettering must be at least 1 mm in height and bold text.		
		 Chief Executive name including contact details – lettering must be at least 1 mm in height. 		
	Section 6	 'This change application has been submitted as a change application for State facilitated development under the <i>Planning Act 2016'</i>— lettering must be at least 1 mm in height and the Act's title and year to be italicised. 		
	Section 7	 'Public notification requirements are in accordance with the Planning Act 2016' text – lettering must be at least 1 mm in height and the Act's title and year to be italicised.' 		

Amendment of Schedule 4: Definitions

Ame	Amendment		
100.	Definition Action notice (a) after 'by the assessment manager' Insert— 'or chief executive for an application for State facilitated development,'		
101.	Definition Action notice (a)(iv) after 'as prescribed in' 'section 3.2' Omit, insert— 'chapter 1, section 3.2 and chapter 2, section 3.2'		
102.	Definition Action notice (b)(v) after 'as prescribed in' <i>Insert</i> — 'chapter 1,'		
103.	Definition Adjoining owner after 'for' 'part 4' Omit, insert— 'chapter 1, part 4 and chapter 2, part 3'		
104.	New definition after definition for 'Application'— Insert—		

	'Application for State facilitated development means a relevant application that is declared an application for State facilitated development under section 106D of the Act.'
105.	New definition after definition for 'Application for State facilitated development'— Insert— 'Application period see section 106F(1)(g)(i) of the Act.'
106.	Definition Changed application after 'to the assessment manager' Insert— 'or chief executive'
107.	New definition after definition for 'Change representations'— Insert— 'Chief executive means the chief executive of the department administering the Act.'
108.	Definition Confirmation notice (c) after 'whether' 'part 4' Omit, insert— 'chapter 1, part 4 or chapter 2, part 3'
109.	Definition Confirmation notice (d) after 'if' 'part 4' Omit, insert— 'chapter 1, part 4 or chapter 2, part 3'
110.	Definition Confirmation notice (d)(i) after 'the public notification requirements' Insert— 'including how the assessment manager considers it appropriate to bring the notice to the attention of persons likely interested in or affected by the information stated in the notice, examples may include— • publishing the notice in a hard copy or online newspaper circulating in the area to which the information relates; • publishing the notice on the local government's website'
111.	Definition Confirmation notice (e) after 'whether' Insert— 'chapter 1,'
112.	Definition Confirmation notice (f) after 'if' Insert— 'chapter 1,'
113.	Definition Confirmation notice (g) after 'the assessment manager' <i>Insert</i> — 'or chief executive'
114.	Definition Confirmation notice (h) before 'if the applicant' <i>Insert</i> — 'for chapter 1,'
115.	Definition Confirmation period after 'time under' 'section 1.2' Omit, insert— 'chapter 1, section 1.2 or chapter 2, section 1.2'
116.	Definition Current period after 'for' 'section 32' Omit, insert— 'chapter 1, section 32 or chapter 2, section 20'
117.	Definition Day after 'business day' Insert—

	'and does not include a day between 26 December of a year and 1 January of the next year, see Schedule 2 of the Act'
118.	New definition after definition for 'Day'— Insert—
	' Decision-maker see section 106B of the Act.'
119.	Definition Decision period after 'see'
	'section 22.1'
	Omit, insert— 'chapter 1, section 22.1 or chapter 2, section 16.1'
120.	New definition after definition for 'Decision period'—
	Insert—
	'Declaration notice see section 106E(a) of the Act.'
121.	Definition Further advice after 'see' 'section 35'
	Omit, insert—
	'chapter 1, section 35 or chapter 2, section 23'
122.	Definition Further period agreed after 'see'
	'section 33.1'
	Omit, insert— 'chapter 1, section 33.1 or chapter 2, section 21.1'
123.	Definition Missed referral agency after 'see'
	Insert—
	'chapter 1,'
124.	New definition after definition for 'Notice'— Insert—
	'Notification notice see section 106IA(3) of the Act'
125.	Definition Party after 'referral agency for the application'
	Insert—
	'or the chief executive for an application for State facilitated development'
126.	Definition Properly referred application after 'as required under' Insert—
	'chapter 1,'
127.	Definition Public notification period after 'of the Act'
	Insert—
100	'or as stated in a notification notice'
128.	Definition Referral agency assessment period after 'see' Insert—
	'chapter 1,'
129.	Definition Referral confirmation period after 'see'
	Insert—
120	'chapter 1,'
130.	New definition after definition for 'Responsible entity'— Insert—
	'Restarting point see section 106F(1)(f)(ii) of the Act.'
131.	Definition Third party advice after 'see'
	'section 34.1'
	Omit, insert—

	'chapter 1, section 34.1 and chapter 2, section 22.1'
132.	Footnote '34'
	Renumber as—
	·45 [']