

Change application for an SDA approval

State Development Areas

This form is used to make a *Change application for an SDA approval* to the Coordinator-General.

Note:

- Some State development area (SDA) development schemes refer to a minor change to an approval. This is also the correct form to use for a minor change to an approval. There is an option to select a minor change at section 4 of this form. For a definition of a minor change please read the relevant development scheme at www.dsdilgp.qld.gov.au/sda
- For applications within the Abbot Point and Galilee Basin SDAs, a separate form requesting authorisation of *Self-assessable operational work* is available to be submitted in conjunction with this change application.
- For applications within the Cairns South SDA, an *SDA application for operational work* form is available to be submitted in conjunction with this change application.

Prior to lodging your application

- Read the relevant development scheme at www.dsdilgp.qld.gov.au/sda
- Consider contacting the Office of the Coordinator-General via sdainfo@coordinatorgeneral.qld.gov.au or on 1800 001 048 to request a pre-lodgement consideration of the proposed development, to request an invoice, or to request that the Coordinator-General waive all or part of the relevant fee. 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*.

How to complete the form

This form is designed to be completed electronically. You can save the form to your computer, complete all relevant fields, and email the completed form and any supporting documents to the Office of the Coordinator-General. If you are completing the form manually there may be insufficient space and you may need to attach additional information.

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
- attach the necessary documentation
- submit the change application prior to the end of the currency period unless:
 - if for development that is for reconfiguring a lot, the plan of subdivision is given to the Coordinator-General for approval prior to the end of the currency period, or
 - for all other development, the development has substantially started
- pay the relevant fee via direct deposit¹.

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.

¹ Payment by credit card is only available via the secure online application form.

Where to send the form

Send the completed and signed application form to one of the following:

email **sdainfo@coordinatorgeneral.qld.gov.au**
post Office of the Coordinator-General
 c/- State Development Areas
 PO Box 15517, City East Qld 4002

Privacy

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 this form, you agree to our Privacy and Security statement.

Disclaimer

All information that is provided as part of this SDA application, 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 Department's files as required by the *Public Records Act 2002*, and may be disclosed for purposes relating to the processing and assessment of the request or as authorised or required by law.

By completing this form, you agree to this disclaimer.

1. Proponent details

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

Name/s (individual or company name in full)	Alpha HPA Pty Ltd
Contact name (for companies)	C/o AECOM Renee Weightman
Postal address	7-13 Tomlins Street South Townsville
Contact phone number/s	0431 824 446
Email address	Renee.weightman@aecom.com

2. Identify the SDA approval for which this change application relates

Original approval reference number (if known)	APC 2021/012
Lot on plan description (e.g. Lot 3 RP 12345)	Lot 12 on SP239343
Date approved	26 October 2021
Date approval lapses	

3. Proposed change/s

Provide a brief description of the proposed change/s being requested and identify the condition number/s to which the proposed change/s relates.

Refer to attached report detailing all proposed condition changes

4. Identify change application process required

What change application process is being sought? For a definition of a minor change please read the relevant development scheme at www.dsdilgp.qld.gov.au/sda

a minor change (complete all sections)

not a minor change (do not complete section 5)

5. Demonstrate that the proposed change/s meet the definition of minor change

Refer to attached report detailing all proposed condition changes

6. Supporting information to accompany this change application

Description of supporting information or title of attachment. Note: a planning report is recommended.	Method of lodgement e.g. via email, hard copy, or electronically
Planning Report	Electronically
Forms	Electronically
Technical Assessments	Electronically
Plans	Electronically
Condition changes	Electronically

7. Land owner's consent	
See 'Application stage' of the relevant development scheme for owner's consent requirements.	
Is owner's consent required for this SDA application?	<input checked="" type="checkbox"/> Yes Complete table A or B, whichever is applicable <input type="checkbox"/> No
Table A Complete if providing signature/s of land owner/s	
Name of owner/s of land	
I/We the abovementioned owner/s of the land consent to the making of this SDA application:	
Signature/s of owner/s of the land	
Date	
Table B Complete if land owner's consent has been provided by letter	
Name of owner/s of land	Solindo Pty Ltd
<input checked="" type="checkbox"/> The owner's consent is attached	

8. Proponent's declaration	
By making this SDA application, I declare that all the information in this SDA application is true and correct. I understand that it is unlawful to provide false or misleading information. I consent to receive future electronic communications from the assessment manager and any referral agency for the SDA application where written information is required or permitted, pursuant to sections 11 and 12 of the electronic <i>Transactions Act 2001</i> .	
Signature	
Name	Renee Weightman
Date	13/06/2024

9. Payment details	
For more information, read the <i>Guideline to state development area fees</i> at www.dsdilgp.qld.gov.au/sda	
Relevant fee amount	\$7,760
Payment method	<input checked="" type="checkbox"/> 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. Payment can only be made via credit card when using the secure online application form.
Date payment made ²	TBC

² If the relevant fee is paid after the form is submitted, notify the SDA Division when the payment is made.

Office use only	Date received	
	Receiving officer	
	Fee invoice	<input type="checkbox"/> Attached <input type="checkbox"/> Requested
	Fee received	Date: Receipt number:
	Owner's consent	<input type="checkbox"/> Attached <input type="checkbox"/> Not attached <input type="checkbox"/> Not required
	Properly made	<input type="checkbox"/> Yes <input type="checkbox"/> No Notes:
	Request is a minor change	<input type="checkbox"/> Yes <input type="checkbox"/> No Notes:
	Reference number	
	Source number	