

8 May 2026

Enquiries: Kieren Nyko
Our Ref: MCUC 2026_5937/1 (1364862)
Your Ref: N/A

Administration Office
64 - 66 Front St Mossman
P 07 4099 9444
F 07 4098 2902

Angela Whittaker
PO Box 303
PORT DOUGLAS QLD 4877

Email: admin@angelconstruction.com.au

Dear Sir/Madam

ACTION NOTICE
(in accordance with Section 3.1 of the Development Assessment Rules)

Reference is made to the development application lodged with Council on 1 May 2026.

The application is not a properly made application in accordance with Section 51(5) of the *Planning Act 2016*.

Applicant Details

Name: Angela Whittaker
Postal Address: PO Box 303
PORT DOUGLAS QLD 4877
Email: admin@angelconstruction.com.au

Property Details

Street Address: 8/32 Macrossan Street, Port Douglas and 32 Macrossan Street, Port Douglas
Real Property Description: Lot 8 on SP182739 and Lot 0 on BUP70658
Local Government Area: Douglas Shire Council

Application Details

Application Number: MCUC 2026_5937/1
Nature of Development Proposed: Material Change of Use (Code)
Description of the Development Proposed: Material Change of Use for Caretaker's Accommodation

Reasons why the application is not properly made

The following is a statement of reasons why the application is not a properly made application:

- There is no clear statement that covers the consent of the landowner attached to the application.

Actions to be undertaken

The following actions must be undertaken in order to make the application a properly made application:

- Written consent of the owner of the premises to the application if required.
 - Part 1 of the DA Form 1 lists Angela Whittaker as the Applicant however Council records indicate that the property is owned by Angel Developments FNQ Pty Ltd (Tte). Please update the DA Form 1 or alternatively provide an Owners Consent Form which provides consent to Angela Whittaker for the lodgement of the development application.

Due Date

Please note that in accordance with section 3.7 of the *Development Assessment Rules*, the application will be taken to have been not made if the above actions are not complied within 20 business days of this action notice unless otherwise agreed.

If the requirements within this notice are not undertaken within this period, Council will return the application and refund any paid application fee as soon as practicable.

The assessment period for the application will not commence until the application is taken to be properly made.

Other

Please quote Council's application number: MCUC 2026_5937/1 in all subsequent correspondence relating to this development application.

Should you require any clarification regarding this, please contact Kieren Nyko on telephone 07 4099 9444.

Yours faithfully



For
Leonard Vogel
Manager Environment & Planning