

14 January 2019

Enquiries: Jenny Elphinstone 4099 9482  
Our Ref: ROL 2966/2018 (Doc ID 887289)  
Your Ref: Q184103

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Port Douglas Land Developments Pty Ltd  
C/o Cardno (Qld) Pty Ltd  
PO Box 1619  
**PARRAMATTA PARK QLD 4870**

Attention Mr Daniel Favier

Dear Sir

**DEVELOPMENT APPLICATION FOR 1 LOT INTO 32 LOTS, NEW ROAD,  
BALANCE LOT, DRAINAGE LOT AND PARK  
AT CAPTAIN COOK HIGHWAY CRAIGLIE  
ON LAND DESCRIBED AS LOT 2 ON SR431**

Council refers to the above Development Application lodged with Council on the 21 December 2018.

Please note that this is an **Action Notice** in accordance with section 3.1 of the *Development Assessment Rules*.

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

- The applicable fee for administering the application has not been provided.

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

- The required fee is to be paid.

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. If the requirements within this notice are not undertaken within this period, Council will return the application as soon as practicable.

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

Should you require any further clarification regarding this matter, please contact Jenny Elphinstone of Development Assessment and Coordination on 07 4099 9482.

Yours faithfully

A handwritten signature in black ink, appearing to read 'P. Hoyer', is positioned above the printed name.

**PAUL HOYE**  
**Manager Environment and Planning**